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AGENDAS/MINUTES
HAMILTON ENTERTAINMENT &
CONVENTION FACILITIES INC

JAN. 27, 1999 ...

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JAN 27 1999

GOVERNMENT DOCUMENTS

HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.

ANNUAL MEETING OF THE BOARD OF DIRECTORS

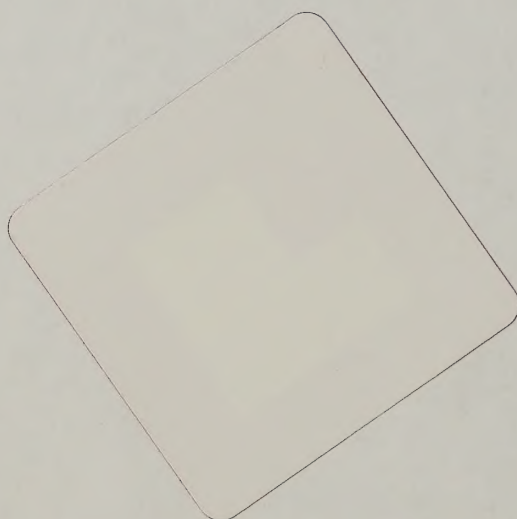
Wednesday, January 27, 1999
12:00 Noon
HAMILTON CONVENTION CENTRE, Room 314

ORDER OF BUSINESS
AGENDA

DECLARATION OF CONFLICT OF INTEREST

- | | | |
|----|---|---------------|
| 1. | Minutes of Annual Meeting February 13, 1998 | Attachment A1 |
| | 1.1 Errors or Omissions | |
| | 1.2 Motion to Approve | |
| 2. | Confirmation of Proceedings | Attachment A2 |
| 3. | Reaffirmation of H.E.C.F.I. Board/
City of Hamilton Auditors | Attachment A3 |
| 4. | Adjournment | |
-

January 22, 1999
Patricia Bennett
Legislative Assistant



A 1

**THE HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.**

ANNUAL MEETING OF THE BOARD OF DIRECTORS

**Friday, February 13, 1998
9:00 a.m.
Hamilton Convention Centre, Room 314**

MINUTES

PRESENT: Alderman T. Anderson, Chair
Alderman B. Charters, First Vice Chair
Mr. G. Kay, Second Vice Chair
Mayor R. Morrow
Alderman R. Corsini
Alderman B. Kelly
Mrs. M. Dow
Mr. S. Monzavi
Mr. J. Nelson
Mr. W. Ingleby
Mr. A. Skrypniak
Mr. F. Deys
Mr. P. DeCaria

ALSO PRESENT: Mr. G. Macaluso
Mr. J. Leuser
Mr. J. van den Heuvel
Mr. S. Farrauto

REGRETS: Ms. B. Campbell

Alderman Anderson called the meeting to order at 9:01 a.m.

1. Minutes of Annual Meeting March 27, 1997

MOVED by Mr. Kay, seconded by Mr. Deys that

THE MINUTES OF THE ANNUAL MEETING OF MARCH 27, 1997 BE APPROVED.

MOTION CARRIED.

2. Confirmation of Proceedings

MOVED by Mrs. Dow, seconded by Mr. Skrypniak that

ALL ACTS, PROCEEDINGS, CONTRACTS, BY-LAWS, APPOINTMENTS, ELECTIONS AND PAYMENTS, ENACTED, MADE, DONE AND UNDERTAKEN BY THE DIRECTORS AND OFFICERS OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC. SINCE THE LAST ANNUAL GENERAL MEETING OF MEMBERS AS RECORDED IN THE MINUTES OF MEETINGS OF DIRECTORS OR MEMBERS OR ON THE BOOKS OR RECORDS OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC. BE APPROVED, RATIFIED AND CONFIRMED.

MOTION CARRIED.

3. Reaffirmation of H.E.C.F.I. Board/City of Hamilton Auditors

MOVED by Alderman Corsini, seconded by Mr. Monzavi that

H.E.C.F.I. APPOINT THE SAME AUDITORS AS ARE APPOINTED BY THE CITY OF HAMILTON TO BE EFFECTIVE UNTIL THE NEXT ANNUAL MEETING OF THE MEMBERS OR UNTIL AN ALTERNATE AUDITING FIRM IS APPOINTED.

MOTION CARRIED.

4. Adjournment

The meeting adjourned at 9:05 a.m.

TAKEN AS READ AND APPROVED

Alderman T. Anderson, Chair

Patricia Bennett, Secretary

2. Confirmation of Proceedings

Proposed Motion:

THAT ALL OTHER ACTS, PROCEEDINGS, CONTRACTS, BY-LAWS, APPOINTMENTS, ELECTIONS AND PAYMENTS, ENACTED, MADE, DONE AND UNDERTAKEN BY THE DIRECTORS AND OFFICERS OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC. SINCE THE LAST ANNUAL GENERAL MEETING OF MEMBERS AS RECORDED IN THE MINUTES OF MEETINGS OF DIRECTORS OR MEMBERS OR ON THE BOOKS OR RECORDS OF THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC. BE APPROVED, RATIFIED AND CONFIRMED.

**3. Reaffirmation of H.E.C.F.I. Board/
City of Hamilton Auditors**

Proposed Motion:

THAT H.E.C.F.I. APPOINT THE SAME AUDITORS AS ARE APPOINTED BY THE CITY OF HAMILTON TO BE EFFECTIVE UNTIL THE NEXT ANNUAL MEETING OF THE MEMBERS OR UNTIL AN ALTERNATE AUDITING FIRM IS APPOINTED.

Note: City Council, at its meeting 1998 July 7, approved the firm of MacGillivray Partners, Chartered Accountants be continued as municipal auditor for the City of Hamilton, including H.E.C.F.I., for the year 1998.

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1999

HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.

REGULAR MEETING OF THE BOARD OF DIRECTORS

Wednesday, January 27, 1999
12:00 Noon
Hamilton Convention Centre, Room 314

URBAN MUNICIPAL

JAN 27 1999

ORDER OF BUSINESS

GOVERNMENT DOCUMENTS

DECLARATION OF CONFLICT OF INTEREST

- | | | |
|----|---|--------------|
| 1. | Opening Remarks | |
| 2. | Oath of Appointed Office : Citizen Appointees | Attachment 2 |
| 3. | Election of Officers
Appointment of Committee Membership | Attachment 3 |
| 4. | Standing Committee Terms of Reference | Attachment 4 |
| 5. | Board and Standing Committee Meeting Schedule | Attachment 5 |

REGULAR BUSINESS ACTION ITEMS

- | | | |
|----|--|--------------|
| A. | <i>Operations Committee First Report of 1999</i> | Attachment A |
| B. | <i>Finance & Administration Committee First Report of 1999</i> | Attachment B |
| C. | <i>Community Dinner : CYO Celebrity Dinner – February 25, 1999</i>
<i>Carmen's Banquet Centre</i> | Attachment C |

INFORMATION ITEMS

- | | | |
|-----|---|------------------------------|
| 6. | Correspondence | Attachment 6 |
| 7. | Minutes of Regular Meeting Held December 17, 1998 | Attachment 7 |
| | 7.1 Errors or Omissions | |
| | 7.2 Motion for Approval | |
| 8. | Business Arising from the Minutes | |
| 9. | Private and Confidential | |
| 10. | New Business | |
| 11. | Other Business | |
| 12. | Date of Next Meeting: | Wednesday, February 24, 1999 |
| 13. | Adjournment | |

OUTSTANDING BUSINESS

- | | |
|------|--|
| (i) | Results of Comprehensive Study : Parking Facilities Adjacent to HECFI Facilities |
| (ii) | Business Travel, Seminar and Conference Attendance Policy |
-

January 22, 1999
Patricia Bennett
Legislative Assistant

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MEMO TO: H.E.C.F.I. BOARD OF DIRECTORS

FROM: Gabe Macaluso Patricia Bennett
Managing Director/CEO Legislative Assistant

DATE: January 20, 1999

SUBJECT: OATH OF APPOINTED OFFICE

RECOMMENDATION:

THAT THE FOLLOWING CITIZENS, Messrs. Bill Ingleby, Robert Baboth and Ms. Brenda Campbell, APPOINTED BY CITY COUNCIL AT ITS MEETING HELD 1998 April 14 TO SERVE ON THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC. FOR A TERM TO EXPIRE 2001 DECEMBER 31, TAKE THE OATH OF APPOINTED OFFICE.

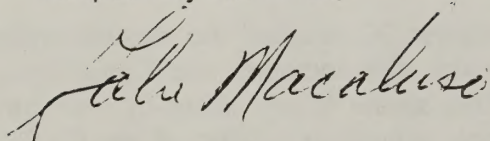
BACKGROUND:

- City Council, at its meeting held 1991 October 29 adopted the recommendation "*That citizens appointed by Council to Boards, Commissions and Committees be required to take an Oath of Appointed Office, similar to that taken by members of City Council...*" and "*... that the City Solicitor provide a briefing of the Conflict of Interest rules and their practical application to all successful applicants prior to assuming their appointed responsibilities.*"
- Mayor Morrow, or in his absence, the City Clerk will administer the Oath of Appointed Office as follows:

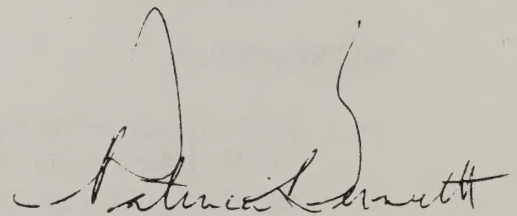
"I,....., do solemnly promise and declare that I will truly, faithfully and impartially, to the best of my knowledge and ability, execute the office of Member/Director of the Hamilton Entertainment and Convention Facilities Board, to which I have been appointed in this municipality, that I have not received and will not receive any payment or reward, or promise thereof, for the exercise of any partiality or malversation or other undue execution of such office, and that I have not by myself or partner, either directly or indirectly, any interest in any contract with or on behalf of the H.E.C.F.I. corporation except that arising out of my office as Member/Director.

- A copy of the City Solicitor's March 3, 1992 memorandum respecting Conflict of Interest Guidelines is attached.
- A copy of the *Municipal Conflict of Interest Act, 1983, February 1989* is also attached.

Respectfully submitted,



Gabe Macaluso
Managing Director/CEO



Patricia Bennett
Legislative Assistant

Encl.

CORPORATION OF THE CITY OF HAMILTON

MEMORANDUM

TO: Member
Board/Committee
City of Hamilton

FROM: P. Noel Johnson
City Solicitor
Law Department

PHONE: 546-4520

SUBJECT: Conflict of Interest Guidelines

DATE: 1992 March 3

WELCOME TO PUBLIC SERVICE! By accepting the appointment to serve your community as a Citizen member in the City of Hamilton's Board/Committee structure, you will be subject to **ethical guidelines** that apply to Municipal Public service.

Those in public service must engender the public's confidence in exercising their authority in the best interests of that public, untouched by the perception of personal gain. The integrity of the member is not in question; each member, however, must ensure that their personal interests may not influence (or be perceived to influence) their public decisions.

To encourage citizens to participate in the democratic process and guide them through the issue of potential economic conflict between personal and public interest, the Province of Ontario has enacted rules set down in Statute (the Municipal Conflict of Interest Act); these rules have been interpreted by a growing volume of case law. This Statute is currently the subject of a report by the *Municipal Conflict of Interest Consultation Committee* to the Minister of Municipal Affairs (July 1991). This Committee has recommended a statement of purpose to clarify the intent of the legislation:

- ♦ to preserve the integrity of the local government decision-making process;
- to ensure that members' personal pecuniary interests do not affect their public duties;
- ♥ to ensure that members do not use their public office to further their personal pecuniary interests;
- ♣ to provide a procedure for disclosure of pecuniary interest and for withdrawal from the decision-making process where the personal pecuniary interest of a member may conflict with the public interest (where exceptions do not apply).

Municipal Conflict of Interest Act, 1983

Statutes of Ontario, 1983
Chapter 8

as amended by
1986, Chapter 64, s. 38 and
1988, Chapter 31, s. 17

Published by the
Ministry of the Attorney General

Printed by Dennis P. Caplao,
"Queen's Printer for Ontario"

Loi de 1983 sur les conflits d'intérêts municipaux

Lois de l'Ontario de 1983
Chapitre 8

tel qu'il est modifié par
l'art. 38 du chap. 64 de 1986
et l'art. 17 du chap. 31
de 1988

Publié par le
ministère du Procureur général

Imprimé par Dennis P. Caplao,
"Imprimeur de la Reine pour l'Ontario"

OFFICE CONSOLIDATION

THIS CONSOLIDATION IS PREPARED FOR PURPOSES OF CONVENIENCE ONLY, AND FOR ACCURATE REFERENCE RECOURSE SHOULD BE HAD TO THE STATUTES.

THE FRENCH TEXT OF THIS ACT HAS NOT BEEN ENACTED BY THE LEGISLATIVE ASSEMBLY, BUT IT IS AN OFFICIAL TRANSLATION WHICH MAY BE ADMITTED IN EVIDENCE UNDER SUBSECTION 25 (2) OF THE EVIDENCE ACT, CHAPTER 146 OF THE REVISED STATUTES OF ONTARIO, 1980.

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CHAPTER 8

Municipal Conflict of Interest Act, 1983

Definitions

1. In this Act.

- (a) "child" means a child born within or outside marriage and includes an adopted child and a person whom a parent has demonstrated a settled intention to treat as a child of his or her family; ("enfant")
- (b) "controlling interest" means the interest that a person has in a corporation when he beneficially owns, directly or indirectly, or exercises control or direction over, equity shares of the corporation carrying more than 10 per cent of the voting rights attached to all equity shares of the corporation for the time being outstanding; ("intérêts majoritaires")
- (c) "council" means the council of a municipality other than an improvement district and means the board of trustees of a municipality that is an improvement district; ("conseil")
- (d) "elector" means,
 - (i) in respect of a municipality, or a local board thereof, other than a school board, a person entitled to vote at a municipal election in the municipality, and
 - (ii) in respect of a school board, a person entitled to vote at the election of members of the school board; ("électeur")
- (e) "interest in common with electors generally" means a pecuniary interest in common with the electors within the area of jurisdiction and, where the matter under consideration affects only part of the area of jurisdiction, means a pecuniary interest in common with the electors within that part; ("intérêt commun à tous les électeurs")

- (f) "judge" means a judge of the county or district court or the county or district in which the municipality or the administrative or head office of the local board is situated, or if, through illness or absence there is no judge of that court able to act, a judge of the county or district court of a county or district that adjoins the county or district in which the municipality or the administrative or head office of the local board is situated: ("juge")
- (g) "local board" means a school board, board of directors of a children's aid society, committee of adjustment, committee of management of a community recreation centre, conservation authority, court of revision, land division committee, public utilities commission, public library board, board of management of an improvement area, board of park management, board of health, board of commissioners of police, planning board, district welfare administration board, trustees of a police village, board of trustees of a police village, board or committee of management of a home for the aged, suburban roads commission or any other board, commission, committee, body or local authority established or exercising any power or authority under any general or special Act in respect of any of the affairs or purposes, including school purposes, of a municipality or of two or more municipalities or parts thereof, but does not include a committee of management of a community recreation centre appointed by a school board, a local roads board, a local services board or a negotiating committee appointed under the *Municipal Boundary Negotiations Act, 1981*: ("conseil local")
- (h) "meeting" includes any regular, special, committee or other meeting of a council or local board, as the case may be: ("réunion")
- (i) "member" means a member of a council or of a local board: ("membre")
- (j) "municipality" means the corporation of a county, city, town, village, township or improvement district or of a metropolitan, regional or district municipality and a board, commission or other local authority exercising any power in respect of municipal affairs or purposes, including school purposes, in territory without municipal organization, but does not include a committee of management of a com-

munity recreation centre appointed by a school board, a local roads board or a local services board; ("municipalité")

- (k) "parent" means a person who has demonstrated a settled intention to treat a child as a member of his or her family whether or not that person is the natural parent of the child; ("père ou mère")
- (l) "school board" means a board of education, public school board, secondary school board, Roman Catholic separate school board or Protestant separate school board and includes a divisional board of education; ("conseil scolaire")
- (m) "senior officer" means the chairman or any vice-chairman of the board of directors, the president, any vice-president, the secretary, the treasurer or the general manager of a corporation or any other person who performs functions for the corporation similar to those normally performed by a person occupying any such office; ("dirigeant")
- (n) "spouse" means a person of the opposite sex to whom the person is married or with whom the person is living in a conjugal relationship outside marriage. ("conjoint") 1983, c. 8, s. 1; 1986, c. 64, s. 38.

**Indirect
pecuniary
interest**

2. For the purposes of this Act, a member has an indirect pecuniary interest in any matter in which the council or local board, as the case may be, is concerned, if,

- (a) he or his nominee,
 - (i) is a shareholder in, or a director or senior officer of, a corporation that does not offer its securities to the public,
 - (ii) has a controlling interest in or is a director or senior officer of, a corporation that offers its securities to the public, or
 - (iii) is a member of a body,
 that has a pecuniary interest in the matter; or
- (b) he is a partner of a person or is in the employment of a person or body that has a pecuniary interest in the matter. 1983, c. 8, s. 2.

Interest of
certain
relatives
deemed that
of member

3. For the purposes of this Act, the pecuniary interest, direct or indirect, of a parent or the spouse or any child of the member shall, if known to the member, be deemed to be also the pecuniary interest of the member. 1983, c. 8, s. 3.

EXCEPTIONS

Where s. 3
does not
apply

4. Section 3 does not apply to a pecuniary interest in any matter that a member may have,

- (a) as a user of any public utility service supplied to him by the municipality or local board in like manner and subject to the like conditions as are applicable in the case of persons who are not members;
- (b) by reason of his being entitled to receive on terms common to other persons any service or commodity or any subsidy, loan or other such benefit offered by the municipality or local board;
- (c) by reason of his purchasing or owning a debenture of the municipality or local board;
- (d) by reason of his having made a deposit with the municipality or local board, the whole or part of which is or may be returnable to him in like manner as such a deposit is or may be returnable to all other electors;
- (e) by reason of having an interest in any property affected by a work under the *Drainage Act* or under the *Local Improvements Act*;
- (f) by reason of having an interest in farm lands that are exempted from taxation for certain expenditures under the *Assessment Act*;
- (g) by reason of the member being eligible for election or appointment to fill a vacancy, office or position in the council or local board when the council or local board is empowered or required by any general or special Act to fill such vacancy, office or position;
- (h) by reason only of his being a director or senior officer of a corporation incorporated for the purpose of carrying on business for and on behalf of the municipality or local board or by reason only of his being a member of a board, commission, or other body as an appointee of a council or local board;

R.S.O. 1980,
c. 126, 250

R.S.O. 1980,
c. 31

R.S.O. 1980,
c. 302

- (i) in respect of an allowance for attendance at meetings, or any other allowance, honorarium, remuneration, salary or benefit to which he may be entitled by reason of being a member or under a by-law passed pursuant to section 252 of the *Municipal Act*, or as a member of a volunteer fire brigade, as the case may be;
- (j) by reason of the member having a pecuniary interest which is an interest in common with electors generally; or
- (k) by reason only of an interest of the member which is so remote or insignificant in its nature that it cannot reasonably be regarded as likely to influence the member. 1983, c. 8, s. 4.

DUTY OF MEMBER

When
present at
meeting at
which matter
considered

5.—(1) Where a member, either on his own behalf or while acting for, by, with or through another, has any pecuniary interest, direct or indirect, in any matter and is present at a meeting of the council or local board at which the matter is the subject of consideration, he,

- (a) shall, prior to any consideration of the matter at the meeting, disclose his interest and the general nature thereof;
- (b) shall not take part in the discussion of, or vote on any question in respect of the matter; and
- (c) shall not attempt in any way whether before, during or after the meeting to influence the voting on any such question.

Where
member is
leave closed
meeting

(2) Where the meeting referred to in subsection (1) is not open to the public, in addition to complying with the requirements of that subsection, the member shall forthwith leave the meeting or the part of the meeting during which the matter is under consideration.

When absent
from meeting
at which
matter
considered

(3) Where the interest of a member has not been disclosed as required by subsection (1) by reason of his absence from the meeting referred to therein, the member shall disclose his interest and otherwise comply with subsection (1) at the first meeting of the council or local board, as the case may be, attended by him after the meeting referred to in subsection (1). 1983, c. 8, s. 5.

RECORD OF DISCLOSURE

Disclosure to
be recorded
in minutes

6.—(1) Every declaration of interest and the general nature thereof made under section 5 shall, where the meeting is open to the public, be recorded in the minutes of the meeting by the clerk of the municipality or secretary of the committee or local board, as the case may be.

Idem

(2) Every declaration of interest made under section 5, but not the general nature of that interest, shall, where the meeting is not open to the public, be recorded in the minutes of the next meeting that is open to the public. 1983, c. 8, s. 6.

REMEDY FOR LACK OF QUORUM

Quorum
deemed
constituted

7.—(1) Where the number of members who, by reason of the provisions of this Act, are disabled from participating in a meeting is such that at that meeting the remaining members are not of sufficient number to constitute a quorum, then, notwithstanding any other general or special Act, the remaining number of members shall be deemed to constitute a quorum, provided such number is not less than two.

Application
to judge

(2) Where in the circumstances mentioned in subsection (1), the remaining number of members who are not disabled from participating in the meeting is less than two, the council or local board may apply to a judge on an *ex parte* basis for an order authorizing the council or local board, as the case may be, to give consideration to, discuss and vote on the matter out of which the interest arises.

Power of
judge to
declare s. 5
not to apply

(3) The judge may, on an application brought under subsection (2), by order, declare that section 5 does not apply to the council or local board, as the case may be, in respect of the matter in relation to which the application is brought, and the council or local board thereupon may give consideration to, discuss and vote on the matter in the same manner as though none of the members had any interest therein, subject only to such conditions and directions as the judge may consider appropriate and so order. 1983, c. 8, s. 7.

ACTION WHERE CONTRAVENTION ALLEGED

Who may try
alleged
contravention
of s. 5 (1-3)

8. The question of whether or not a member has contravened subsection 5 (1), (2) or (3) may be tried and determined by a judge. 1983, c. 8, s. 8.

Who may
apply to
judge

9.—(1) Subject to subsection (3), an elector may, within six weeks after the fact comes to his knowledge that a member may have contravened subsection 5 (1), (2) or (3), apply to

the judge by way of originating notice of motion in the manner prescribed by the rules of court for a determination of the question of whether the member has contravened subsection 5 (1), (2) or (3).

Contents of
notice of
motion

(2) The elector in his notice of motion shall state the grounds for finding a contravention by the member of subsection 5 (1), (2) or (3).

Time for
bringing
application
limited

(3) No application shall be brought under subsection (1) after the expiration of six years from the time at which the contravention is alleged to have occurred. 1983, c. 8, s. 9.

Power of
judge to
declare seat
vacant,
disqualify
member and
require
restitution

10.—(1) Subject to subsection (2), where the judge determines that a member or a former member while he was a member has contravened subsection 5 (1), (2) or (3), he,

- (a) shall, in the case of a member, declare the seat of the member vacant; and
- (b) may disqualify the member or former member from being a member during a period thereafter of not more than seven years; and
- (c) may, where the contravention has resulted in personal financial gain, require the member or former member to make restitution to the party suffering the loss, or, where such party is not readily ascertainable, to the municipality or local board of which he is a member or former member.

Saving by
reason of
inadvertence
or bona fide
error

(2) Where the judge determines that a member or a former member while he was a member has contravened subsection 5 (1), (2) or (3), if the judge finds that the contravention was committed through inadvertence or by reason of a *bona fide* error in judgment, the member is not subject to having his seat declared vacant and the member or former member is not subject to being disqualified as a member, as provided by subsection (1).

Member
not to be
suspended

(3) The authority to disqualify a member in subsection (1) does not include the right to suspend a member. 1983, c. 8, s. 10.

Appeal to
Divisional
Court

11.—(1) An appeal lies from any order made under section 10 to the Divisional Court in accordance with the rules of court.

Judgment or
new trial

(2) The Divisional Court may give any judgment that ought to have been pronounced, in which case its decision is final, or

the Divisional Court may grant a new trial for the purpose of taking evidence or additional evidence and may remit the case to the trial judge or another judge and, subject to any directions of the Divisional Court, the case shall be proceeded with as if there had been no appeal.

Appeal from
order or new
trial

(3) Where the case is remitted to a judge under subsection (2), an appeal lies from the order of the judge to the Divisional Court in accordance with the provisions of this section. 1983, c. 8, s. 11.

Proceedings
not
invalidated
but voidable

12. The failure of any person to comply with subsection (1), (2) or (3) does not of itself invalidate any proceedings in respect of any such matter but the proceedings in respect of such matter are voidable at the instance of the municipality or of the local board, as the case may be, before the expiration of two years from the date of the passing of the by-law or resolution authorizing such matter unless to make void the proceedings would adversely affect the rights of any person acquired under or by virtue of the proceedings who acted in good faith and without actual notice of the failure to comply with subsection 5 (1), (2) or (3). 1983, c. 8, s. 12.

Procedure
substituted
for the
former
proceedings

13. Proceedings to declare a seat vacant or to disqualify a member or former member for conflict of interest, or to require a member or former member to make restitution where a contravention has resulted in personal financial gain, shall be had and taken only under the provisions of this Act. 1983, c. 8, s. 13.

GENERAL

Insurance
R.S.O. 1980,
c. 302

14.—(1) Notwithstanding section 248 of the *Municipal Act*, the council of every municipality may at any time pass by-laws,

R.S.O. 1980,
c. 318

- (a) for contracting for insurance;
- (b) notwithstanding the *Insurance Act*, to enable the municipality to act as an insurer; and
- (c) for exchanging with other municipalities in Ontario reciprocal contracts of indemnity or inter-insurance in accordance with Part XIII of the *Insurance Act*.

to protect a member of the council or of any local board thereof who has been found not to have contravened section 5, against any costs or expenses incurred by the member as a result of a proceeding brought under this Act, and for paying on behalf of or reimbursing the member for any such costs or expenses.

R.S.O. 1980.
c. 218 does
not apply

(1a) The *Insurance Act* does not apply to a municipality acting as an insurer for the purposes of subsection (1).

Surplus funds
R.S.O. 1980.
c. 218

(1b) Notwithstanding subsections 340 (1) and (2) of the *Insurance Act*, any surplus funds and the reserve fund of a municipal reciprocal exchange may be invested only in such securities as a municipality may invest in under subsection 165 (2) of the *Municipal Act*.

R.S.O. 1980.
c. 302

Reserve
funds

(1c) The moneys raised for a reserve fund of a municipal reciprocal exchange may be expended, pledged or applied to a purpose other than that for which the fund was established if two-thirds of the municipalities that are members of the exchange together with two-thirds of the municipalities that previously were members of the exchange and that may be subject to claims arising while they were members of the exchange agree in writing and if section 339 of the *Insurance Act* is complied with. 1983, c. 31, s. 17.

Local boards

(2) A local board has the same powers to provide insurance for or to make payments to or on behalf of its members as are conferred upon the council of a municipality under this section in respect of its members.

Former
members

(3) A by-law passed under this section may provide that it applies to a person who was a member at the time the circumstances giving rise to the proceeding occurred but who, prior to the judgment in the proceeding, has ceased to be a member. 1983, c. 8, s. 14 (2, 3).

Conflict with
other Acts

15. In the event of conflict between any provision of this Act and any provision of any general or special Act, the provision of this Act prevails. 1983, c. 8, s. 15.

3

MEMO TO: **H.E.C.F.I. BOARD OF DIRECTORS**

FROM: Gabe Macaluso Patricia Bennett
Managing Director/CEO Legislative Assistant

DATE: January 20, 1999

SUBJECT: **ELECTION OF OFFICERS :
APPOINTMENT OF COMMITTEE MEMBERSHIP**
VOTING PROCEDURES and BACKGROUND INFORMATION

The following is voting criteria which is forwarded to you simply as a reminder of procedures to be followed during the election of officers and committee membership appointments:

- (i) Someone other than a Board Member must assume the Chair for the purpose of the election of the Chairman; thereafter the elections may be conducted by the newly elected Chairman;
- (ii) In respect of the election of the Chairman, First Vice-Chairman and Second Vice-Chairman, Bill Pr34 states as follows: clause 11 (4), "*At least one of the Chairman or First Vice-Chairman or second Vice-Chairman shall be a member of Council and at least one of them shall not be a Member of Council*"; and clause 11 (5), "*The Chairman, First Vice-Chairman and Second Vice-Chairman are eligible for re-election.*"
- (iii) Upon request by any Director of the Board, the balloting for elections shall be by secret ballot;
- (iv) Should only one person be nominated for a position then that person is declared elected by acclamation;
- (v) In order for an individual to become elected there must be a majority vote. If all members are not in attendance then the majority decreases accordingly;
- (vi) Should two or more individuals be nominated, no majority is reached and the individual with the least number of votes is dropped from the ballot. This procedure is continued until a majority is reached;

- (vii) Should a tie vote occur, a second ballot is taken. If the results of the second ballot remains a tie, the officer is elected by means of a draw by lot;
- (viii) Directors must be present in order to vote; proxy votes are not permitted;
- (vix) Directors may be elected/appointed if he/she is absent from the meeting. (A letter of acceptance or some other means of conveyance of acceptance should exist).
- (x) In respect of Standing Committees, H.E.C.F.I.'s By-Law No. 6 approved at the Board's February 8, 1993 Regular meeting, states as follows:

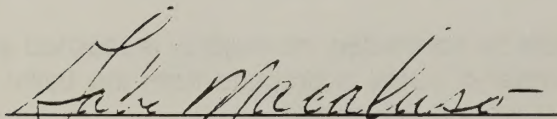
"Each Committee appointed shall be composed of not less than five (5) members of the Board, including the Mayor, the Chairman of the Board and three others.

All Committee Members shall be appointed annually by the full Board at its meeting held immediately subsequent to the Annual Meeting.

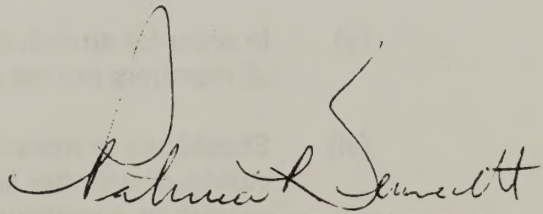
A Chairman and a Vice-Chairman of each Standing Committee shall be elected by the full Board at its meeting held immediately subsequently to the Annual Meeting."

For your information enclosed is a record of officers and committee membership for the years 1996, 1997 and 1998.

Respectfully submitted,



Gabe Macaluso
Managing Director/CEO



Patricia Bennett
Legislative Assistant

1996
Board of Directors
HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.

Alderman Terry Anderson, Chair
Alderman Bob Charters, First Vice Chair
Mr. Gene Kay, Second Vice Chair
Mayor Robert Morrow
Alderman Henry Merling
Alderman Tom Jackson
Mrs. Mary Dow
Ms. Brenda Campbell
Mr. Marvin Ryder
Mr. Fred Deys
Mr. Jasper Kujavsky
Mr. John Nelson
Mr. Sonny Monzavi
Mr. Bill Ingleby

OPERATIONS COMMITTEE

Mayor R. Morrow
Alderman T. Anderson, Board Chair
Alderman H. Merling, Committee Chair
Mr. J. Nelson, Committee Vice Chair
Alderman B. Charters
Mr. G. Kay
Mrs. M. Dow
Mr. J. Kujavsky
Mr. F. Deys
Ms. B. Campbell
Mr. B. Ingleby

FINANCE & ADMINISTRATION COMMITTEE

Mayor R. Morrow
Alderman T. Anderson, Board Chair
Mr. M. Ryder, Committee Chair
Mr. S. Monzavi, Committee Vice Chair
Mr. J. Kujavsky
Alderman T. Jackson

MARKETING & SALES COMMITTEE

Mayor R. Morrow
Alderman T. Anderson, Board Chair
Mrs. M. Dow, Committee Chair
Mr. F. Deys, Committee Vice Chair
Mr. M. Ryder
Mr. J. Kujavsky
Mr. J. Nelson
Ms. B. Campbell

AUDIT COMMITTEE

Mayor R. Morrow
Alderman T. Anderson, Board Chair
Mr. M. Ryder, Committee Chair
Mr. S. Monzavi, Committee Vice Chair
Mr. J. Kujavsky
Alderman T. Jackson

1997
Board of Directors
HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.

Alderman Terry Anderson, Chair
Alderman Bob Charters, First Vice Chair
Mr. Gene Kay, Second Vice Chair
Mayor Robert Morrow
Alderman Henry Merling
Alderman Tom Jackson
Mrs. Mary Dow
Ms. Brenda Campbell
Mr. Andy Skrypniak
Mr. Fred Deys
Mr. Jasper Kujavsky
Mr. John Nelson
Mr. Sonny Monzavi
Mr. Bill Ingleby

OPERATIONS COMMITTEE

Mayor R. Morrow
Alderman T. Anderson, Board Chair
Alderman H. Merling, Committee Chair
Mr. J. Nelson, Committee Vice Chair
Alderman B. Charters
Mr. G. Kay
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Mr. F. Deys
Ms. B. Campbell
Mr. B. Ingleby

FINANCE & ADMINISTRATION COMMITTEE

Mayor R. Morrow
Alderman T. Anderson, Board Chair
Mr. S. Monzavi, Committee Chair
Mr. A. Skrypniak, Committee Vice Chair
Mr. J. Kujavsky
Alderman T. Jackson

MARKETING & SALES COMMITTEE

Mayor R. Morrow
Alderman T. Anderson, Board Chair
Mrs. M. Dow, Committee Chair
Mr. F. Deys, Committee Vice Chair
Mr. J. Kujavsky
Mr. J. Nelson
Ms. B. Campbell

AUDIT COMMITTEE

Mayor R. Morrow
Alderman T. Anderson, Board Chair
Mr. S. Monzavi, Committee Chair
Mr. A. Skrypniak, Committee Vice Chair
Mr. J. Kujavsky
Alderman T. Jackson

1998
Board of Directors
HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.

Alderman Terry Anderson, Chair
Alderman Bob Charters, First Vice Chair
Mr. Gene Kay, Second Vice Chair
Mayor Robert Morrow
Alderman Ron Corsini
Alderman Bill Kelly
Ms. Brenda Campbell
Mr. Pat DeCaria
Mr. Fred Deys
Mrs. Mary Dow
Mr. William Ingleby
Mr. Soheil Monzavi
Mr. John Nelson
Mr. Andy Skrypniak

OPERATIONS COMMITTEE

Mayor R. Morrow
Alderman T. Anderson, Board Chair
Mr. A. Skrypniak, Committee Chair
Mr. J. Nelson, Committee Vice Chair
Alderman B. Charters
Alderman B. Kelly
Ms. B. Campbell
Mrs. M. Dow
Mr. W. Ingleby
Mr. G. Kay

FINANCE & ADMINISTRATION COMMITTEE

Mayor R. Morrow
Alderman T. Anderson, Board Chair
Mr. S. Monzavi, Committee Chair
Mr. F. Deys, Committee Vice Chair
Mr. B. DeCaria
Mr. J. Nelson

MARKETING & SALES COMMITTEE

Mayor R. Morrow
Alderman T. Anderson, Board Chair
Mrs. M. Dow, Committee Chair
Mr. W. Ingleby, Committee Vice Chair
Alderman R. Corsini
Ms. B. Campbell
Mr. P. DeCaria
Mr. F. Deys

AUDIT COMMITTEE

Mayor R. Morrow
Alderman T. Anderson, Board Chair
Mr. S. Monzavi, Committee Chair
Mr. F. Deys, Committee Vice Chair
Mr. P. DeCaria
Mr. J. Nelson

4

STANDING COMMITTEE

TERMS OF REFERENCE

H.E.C.F.I. OPERATIONS COMMITTEE TERMS OF REFERENCE

1. Receive, review and recommend to the Finance and Administration Committee the annual operating and capital budgets;
2. Recommend to the Board all capital, operations and maintenance expenditures within the limitations (which fluctuate in accordance with the annual inflation rate) established by the City's Purchasing Department and approved by City Council;
3. Review and recommend for approval all contract documents for tender and all contracts for services;
4. Monitor building and equipment to ensure optimum performance;
5. Monitor operations efficiency and effectiveness;
6. Review and recommend to the HECFI Board all matters pertaining to the provision of food and beverage in HECFI facilities as established by Board policy;
7. Provide a monthly written report to the Board;
8. Review reports provided by senior management regarding occupational health and safety issues and recommend appropriate actions to the Board of Directors relative to health and safety issues;
9. Perform other duties as assigned by Board of Directors.

1998 May

**H.E.C.F.I. MARKETING AND SALES COMMITTEE
TERMS OF REFERENCE**

1. a) Receive, review and recommend to the Board the Annual Marketing Plan;
 b) The Marketing Plan to include client services and public relations;
2. Receive, review and recommend to the Board for approval strategic plans for future;
3. Receive, review and recommend to the Finance and Administration Committee the annual operating budget;
4. Evaluate and make recommendations regarding community education, social and cultural activities related to performing arts;
5. Monitor activities and events to assess program balance, number of event days, and results of promotions and co-promotions;
6. Recommend to the Board all operational, capital and maintenance expenditures related to the Marketing and Sales Department within the limitations (which fluctuate in accordance with the annual inflation rate) established by the City's Purchasing Department and approved by City Council;
7. Monitor expenditures from the Provision for Promotions account for promotions and co-promotions;
8. Provide a monthly written report to the Board;
9. Perform other duties assigned by Board of Directors.

1998 February

**H.E.C.F.I. FINANCE & ADMINISTRATION COMMITTEE
TERMS OF REFERENCE**

1. Oversee the financial affairs of the Hamilton Entertainment and Convention Facilities Inc. and the Hamilton Performing Arts Foundation Inc.;
2. Receive, review and recommend to the Board the annual operating budgets;
3. Receive, review and recommend to the Board the annual 10-year capital budget programmes;
4. Recommend to the Board all financial and administrative policies and personnel matters;
5. Oversee the Box Office/Ticketing Services for all HECFI facilities;
6. Recommend to the Board all operational, capital and maintenance expenditures related to the Finance and Administration department within the limitations (which fluctuate in accordance with the annual inflation rate) established by the City's Purchasing Department and approved by City Council;
7. Assume responsibility for the efficient management of funds;
8. Provide a monthly written report to the Board;
9. Recommend to the Board the disposition of the personnel contracts of the respective directors reporting through the Managing Director/CEO to the applicable Standing Committee;
10. Perform other duties as assigned by Board of Directors.

5

MEMO TO:

H.E.C.F.I. BOARD OF DIRECTORS

FROM:

Gabe Macaluso
Managing Director/CEO

Patricia Bennett
Legislative Assistant

DATE:

January 20, 1999

SUBJECT:

BOARD AND STANDING COMMITTEE SCHEDULE

RECOMMENDATION:

THAT THE REGULAR MEETINGS OF THE BOARD TAKE PLACE DURING THE LAST WEEK OF THE MONTH; and

THAT THE STANDING COMMITTEES OF THE BOARD TAKE PLACE DURING THE WEEK PRECEDING THE REGULAR FULL BOARD MEETINGS; and

THAT THE BOARD ESTABLISH THE DAY AND TIME FOR EACH OF ITS MEETINGS.

BACKGROUND:

- Currently the Board and its Standing Committees meet as follows:

Regular Board	Last Wednesday of the month at 12 Noon (Lunch Provided at 11:30 a.m.)
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All Standing Committees meet the week preceding the Regular Board

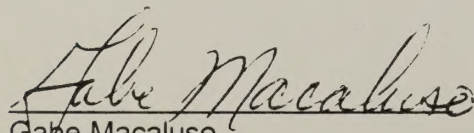
Operations Committee	Wednesdays at 12:00 Noon
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Finance & Administration	Thursdays at 8:00 A.M. (or following M&S)
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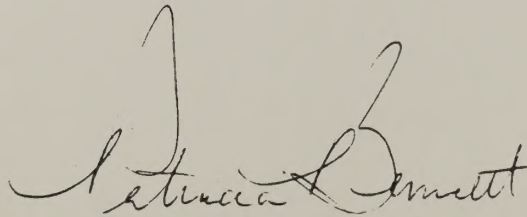
Marketing & Sales	Thursdays at 12 Noon
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- The schedule provides management's facilitation of the business of the Board on a timely basis; i.e. all Standing Committees meet the week prior to the Board ensuring that issues forwarded to the full Board are current.
- The current meeting schedule does not interfere with either of the City's Standing Committee schedules.

Respectfully submitted,



Gabe Macaluso
Managing Director/CEO



Patricia Bennett
Secretary

OPERATIONS COMMITTEE FIRST REPORT OF 1999

A

The Operations Committee presents its **FIRST** Report of 1999 from its meeting held January 20, 1999 and respectfully requests approval of the following recommendations:

1. 1999 to 2008 Capital Budget Programme

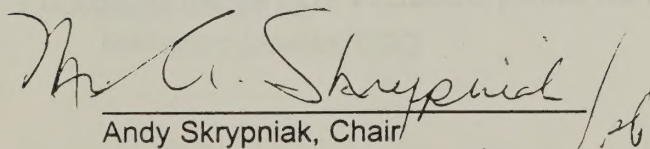
THAT THE CAPITAL PROJECTS INCLUDED IN THE PROPOSED TEN (10) YEAR 1999-2008 PROVISIONAL CAPITAL BUDGET PROGRAMME BE APPROVED WITH THE FOLLOWING AMENDMENTS:

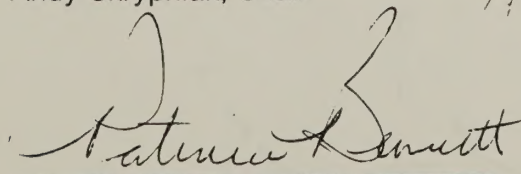
THAT THE ALLOCATION IN THE AMOUNT OF \$140,000. FOR THE PROVISION OF NEW ICE DECKING AT COPPS COLISEUM, BE MOVED FROM YEAR 1999 TO YEAR 2000; and

THAT AN ALLOCATION OF \$25,000. BE INCLUDED IN THE 1999 COPPS COLISEUM REPLACEMENTS AND RENOVATIONS FOR FACILITIES AND EQUIPMENT ALLOCATION SPECIFICALLY FOR THE PURCHASE OF HOMOSOTE ICE DECKING AT COPPS COLISEUM; and

THAT THESE CAPITAL PROJECTS BE REVIEWED BY THE SENIOR MANAGEMENT TEAM FOR CONSIDERATION BY THE COMMITTEE OF THE WHOLE.

Respectfully submitted,


Andy Skrypniak, Chair


Patricia Bennett, Secretary

B

FINANCE AND ADMINISTRATION COMMITTEE FIRST REPORT OF 1999

The Finance and Administration Committee presents its **FIRST** Report of 1999 from its meeting held January 20, 1999 and respectfully requests approval of the following recommendations:

1. 1999 to 2008 Capital Budget Programme

THAT THE CAPITAL PROJECTS INCLUDED IN THE PROPOSED TEN (10) YEAR 1999-2008 PROVISIONAL CAPITAL BUDGET PROGRAMME BE APPROVED WITH THE FOLLOWING AMENDMENTS:

THAT THE ALLOCATION IN THE AMOUNT OF \$140,000. FOR THE PROVISION OF NEW ICE DECKING AT COPPS COLISEUM, BE MOVED FROM YEAR 1999 TO YEAR 2000; and

THAT AN ALLOCATION OF \$25,000. BE INCLUDED IN THE 1999 COPPS COLISEUM *REPLACEMENTS AND RENOVATIONS FOR FACILITIES AND EQUIPMENT* ALLOCATION SPECIFICALLY FOR THE PURCHASE OF HOMOSOTE ICE DECKING AT COPPS COLISEUM; and

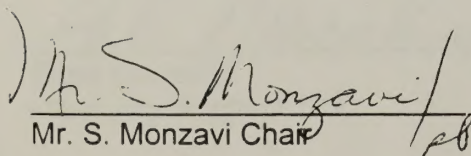
THAT THESE CAPITAL PROJECTS BE REVIEWED BY THE SENIOR MANAGEMENT TEAM FOR CONSIDERATION BY THE COMMITTEE OF THE WHOLE.

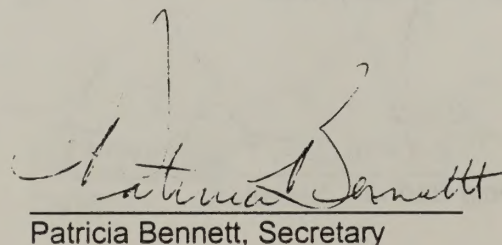
2. Financing for the Ten (10) Year (1999-2008) Provisional Capital Budget Programme

THAT THE TEN (10) YEAR (1999 – 2008) PROVISIONAL CAPITAL BUDGET PROGRAMME FOR THE RONALD V. JOYCE CENTRE FOR THE PERFORMING ARTS AT HAMILTON PLACE BE FINANCED FROM THE NEWLY ESTABLISHED RESERVE FUND (ACCOUNT NUMBER CH 00209) FOR THE RONALD V. JOYCE CENTRE FOR THE PERFORMING ARTS; and

THAT THE TEN (10) YEAR (1999 – 2008) PROVISIONAL CAPITAL BUDGET PROGRAMME FOR COPPS COLISEUM AND THE HAMILTON CONVENTION CENTRE BE FINANCED FROM H.E.C.F.I.'S RESERVE FOR CAPITAL PROJECTS (ACCOUNT NUMBER CH 00206) SUBJECT TO THE AVAILABILITY OF FUNDS IN THE RESERVE.

Respectfully submitted,


Mr. S. Monzavi Chair


Patricia Bennett, Secretary

C

MEMO TO: **H.E.C.F.I. BOARD OF DIRECTORS**

FROM: Gabe Macaluso
Managing Director/CEO:

DATE: January 22, 1999

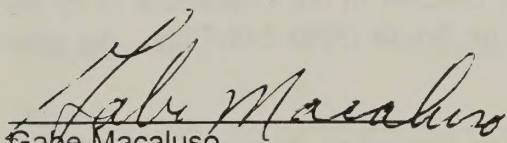
SUBJECT: **COMMUNITY DINNER :**
February 25, 1999, Carmen's Banquet Centre

RECOMMENDATION:

THAT THE BOARD OF DIRECTORS PURCHASE TWO TICKETS ON BEHALF OF THE CHAIR AND FIRST VICE-CHAIR TO ATTEND THE CYO CELEBRITY DINNER, THURSDAY, FEBRUARY 25, 1999 AT CARMEN'S BANQUET CENTRE AT A COST OF \$200.

BACKGROUND:

- The CYO Celebrity Dinner is a high profile, community dinner held annually at Carmen's Banquet Centre. Proceeds from the event support Camp Brebeuf and Camp Marydale's special summer program for disabled children. As in the past several years, attendance at the event by the Chair and First Vice-Chair (or their designates) will ensure that H.E.C.F.I. maintains its community profile.
- Funds will be provided in the 1999 Operating Budget for this event.


Gabe Macaluso
Managing Director/CEO



CYO CELEBRITY DINNER

735 King Street East, Suite #3, Hamilton, Ontario L8M 1A1 Phone: (905) 528-0011 Fax: (905) 546-5779

Charitable Registration # 11884-1378 RR

January, 1999

C.Y.O CELEBRITY DINNER COMMITTEE

HONORARY CHAIRMAN
Colin Millar

CHAIRMAN
Reno Violin

VICE-CHAIRMAN
Phil DiFrancesco

PROGRAM CO-ORDINATOR
Tom Gallagher

COMMITTEE

Virginia Baird
Ron Binns
Sue Bratton
Lou Cafazzo
Mike Campanella
Shirley Collins
Nicole Condari
Rory Cornale
Waldo Corsini
Chris Costanza
Mario Cupido
Pat Daly
Frank DeNardis
Mike DiPaolo
Greg Donelson
Bob Dunn
Donald Dunn
Al Duwyn
John Gallagher
Marie Gallagher
Mary Gallagher
Kim Galvin
Mary Gillen
Barry Gowan
Jim Hughes
Art Kelly
Tom Kemp
Rev. Mike King
Isabelle Lanza
Sergio Manchia
Lynda Marchese
Bernie Morelli
Mike Morreale
Dennis O'Brien
Laurine O'Sullivan
Jack Pelech
John Race
Tom Rocchi
Frank Salvatori
Joe Sardo
Peter Sullivan
Albert Vesprini
Al Ward
Mark Walton
Wally Zatylny

**EXECUTIVE
DIRECTOR, C.Y.O.**
Peter Rosser

Dear Friend:

It is a great pleasure to invite you to attend the **13th Annual C.Y.O. Celebrity Dinner** to be held on **Thursday, February 25, 1999**, at Carmen's Banquet Centre, 1520 Stone Church Road East, Hamilton.

The Dinner is the C.Y.O.'s major fund-raising effort in support of Camp Brébeuf and Camp Marydale's special summer program for disabled children. The C.Y.O. will require the proceeds from the Dinner and other voluntary donations to continue serving these deserving children this year.

In the past twelve years, this event has received tremendous community support - a sell-out crowd of over 900 people attended last year's dinner. Our volunteer committee is convinced that this very generous support reflects genuine commitment to a truly worthwhile cause. Last summer 226 disabled children participated in the C.Y.O.'s community-wide special, integrated One-to-One camping program.

The C.Y.O. Celebrity Dinner helps make these programs possible. This year our goal is to raise \$55,000 for these special camp needs. We are asking for your continued support to help make this year's dinner a success. The need has never been greater.

Tables of ten, including the guest personality, are now being sold. If you could help us with a table or with individual tickets, it would be sincerely appreciated. Tickets are now available from any member of our Committee or by phoning the **C.Y.O. Office at (905) 528-0011 or fax to (905) 546-5779**. An order form is enclosed for your convenience.

We invite you to mark your calendar, **Thursday, February 25, 1999** and plan to join us. Please reserve early!

It's a great night for a good cause!

Sincerely yours,

Colin Millar
Honorary Chairman

Reno Violin
Chairman

Peter Rosser
Executive Director

TICKET ORDER FORM

The Catholic Youth Organization
presents:

13th Annual C.Y.O. Celebrity Dinner

All proceeds to C.Y.O. Camp Brébeuf-Camp Marydale-Special Camp Projects

Thursday, February 25, 1999

Carmen's Banquet Centre
1520 Stonechurch Road East
Hamilton, Ontario

Reception **5:30 – 6:50 p.m.**

Dinner **7:15 p.m.** (sharp)

\$100.00 (per person)

Tables of Ten or Nine (with Guest Personality) Available

includes:

\$60.00 Charitable Tax Receipt

Reception (Host Bar)

Six Course Dinner

Complimentary Wine with Dinner

For further information please call Marie Gallagher at the C.Y.O.

(905) 528-0011 or Fax (905) 546-5779

cut along line-----

Cheques payable to:

(mail to:-)

C.Y.O. Celebrity Dinner
735 King Street East, Suite #3
Hamilton, Ontario L8M 1A1

Please forward :

Ticket/s: _____ at \$100.00 per ticket to:

Name: _____

Company : _____

Address: _____

City: _____

Postal Code: _____

Phone: () _____

Fax: () _____

Please forward the names of your table guests along with your cheque.

☐ **I am not able to attend the 13th Annual C.Y.O. Celebrity Dinner but would like to make a donation.**



Good Shepherd Centres

135 Mary Street, Box 1003
Hamilton, Ontario, L8N 3R1
905-528-9109

Mending Hope, Lives and Families
** Charity Unlimited **

January 15, 1999

Mr. Gabe Macaluso
Hamilton Entertainment and
Convention Facilities Inc.
Hamilton Place
10 MacNab Street South
Hamilton, Ontario
L8P 4Y3

Dear Gabe:

On behalf of the Brothers of the Good Shepherd, from our hearts to yours, thank you very much for the use of the Convention Centre facilities for our annual Christmas Dinner held on December 20, 1998. We served 2,252 guests with the assistance of almost 600 volunteers – what a party! Your donation was acknowledged in the enclosed donor card placed at each table and will also be acknowledged in our donor newsletter this month.

We would personally like to acknowledge the outstanding assistance extended by your staff, Cheryl Bogie, Alan Ginn, Peter Kopatch and the others who came on the day of the dinner to make the day so special for our guests. An event of this magnitude had many details to overcome and your staff was so accommodating and pleasant to work with. Please extend to everyone our most sincere appreciation.

The charism of the Brothers of the Good Shepherd is "Charity Unlimited – Never Stop Loving". Our goal is to provide direct service to those in need, with dignity and unconditional love. We thank you for sharing in the responsibility of providing food and gifts for the less fortunate of our community.

May you be blessed with peace and love in 1999, as we journey towards the millennium.

God Bless,

Irene Stayshyn
Coordinator Christmas Dinner

The Brothers of the Good Shepherd, their staff and volunteers acknowledge with gratitude, the generosity of the following donors. Without the contribution of these individuals, service groups and businesses, this wonderful dinner could not take place.

Event Sponsors: City of Hamilton
HECFI

Gift Room Sponsor: Y95 Classic Rock

Dinner Sponsors: Bick's Pickles
Bombardieri Linen Rental
Cuddy Food Products
DayNight Pharmacy
Emilio's Bakery
Golden Horseshoe Beverages
Lever Pond's
Levi Strauss C.I.T.
Procter & Gamble Inc.
Project Concern
Trebtor Allan Inc.
Zonta Club of Hamilton

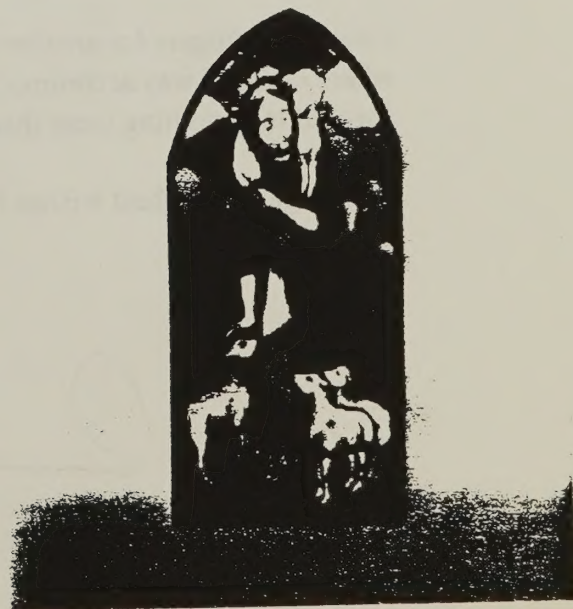
Major Sponsors:

Canadian Martyrs CWL
Church of the Resurrection UCWLC
Corpus Christi CWL
Franciscan Tertiary, 3rd Order
Halton Honda
Hamilton Spectator
Knights of Columbus,
Councils 3881, 7464, 8380 & 10061
Lion's Club of Dundas
Lions Club Hamilton Central
Lions Club of Waterdown
Mary's Prayer Group
McDonald's Restaurants
Odonto Corporation Limited
Our Lady of Assumption CWL
Plumbers & Steamfitters Loc. 67
Rotary Club Wentworth East
S.C. Johnson and Son, Limited
Sterling Honda

We wish to recognize in a special way the countless other donors and benefactors who contributed to this meal and the many volunteers who helped make this dinner a reality.

Menu

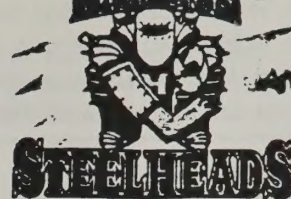
Apple Juice
Turkey, Dressing, Cranberry Sauce
Mashed Potatoes, Baby Carrots
Rolls & Butter
Christmas Cupcakes
Coffee, Tea, White or Chocolate Milk
Ice Water



All is calm

ALLIANCE ATLANTIS

SCREENVENTURES XXXVII PRODUCTIONS LTD.



POWER PLAY

Mr Gabe Macaluso
CEO Hamilton Place
10 McNab St. South
Hamilton, ON.
L8P 4Y3

January 4, 1999

Dear Gabe,

A brief note to thank you for the kind remarks in your letter to Wendy Grean on December 1st. It is very encouraging to learn that we "got it right" in portraying Hamilton's feelings and values. This was very important to us and to the show.

Cross your fingers for another season. We had a wonderful time shooting at Copps Coliseum, where the staff was accommodating and professional and the surroundings perfect for our show. I would love nothing more than the chance to come back.

With regards and best wishes for the New Year,

Bill Laurin

Executive Producer

624 Fleet Street, Toronto, Ontario M5V 1A9
Telephone: (416) 203-9624 Facsimile: (416) 203-9661

Gabe Macaluso
C.E.O. and Managing Director
10 MacNab Street South
Hamilton, Ontario
N5X 3J8

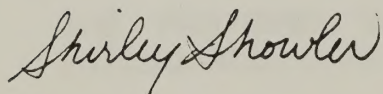
Dear Gabe

I am writing you regarding my letter of October 5, 1998 and your response to me on October 16, 1998 concerning my attendance with my friend Dianne at the Alan Jackson concert in Hamilton.

I wanted to thank you for taking the time to write me directly and for the two tickets you sent me for the Reba, Brooks & Dunn concert to compensation for the situation we experienced at the Alan Jackson concert. Providing these two services for us certainly assured Dianne and I that the Copps Coliseum does have an excellent customer service policy.

My friend, Dianne and I did get to see the Reba, Brooks & Dunn concert using the tickets you sent us. This concert proved to be outstanding and we enjoyed it much more than we expected. We were so pleased with your immediate response to our Alan Jackson concert concern that we have told all our friends about the fairness. We certainly will not hesitate in returning to Copps Coliseum in the future.

Yours truly



Shirley Showler
30 Wendy Cres
London, Ontario
N5X 3J8

7

**HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.**

REGULAR MEETING OF THE BOARD OF DIRECTORS

**Wednesday, December 16, 1998
5:30 p.m.
Hamilton Convention Centre – Webster C**

MINUTES

PRESENT: Alderman T. Anderson, Chair
Mr. G. Kay, Second Vice Chair
Alderman R. Corsini
Ms. B. Campbell
Mrs. M. Dow
Mr. P. DeCaria
Mr. F. Deys
Mr. S. Monzavi
Mr. J. Nelson
Mr. A. Skrypniak

ALSO PRESENT: Mr. G. Macaluso
Mr. J. Leuser
Mr. B. Calder
Mr. J. Elder
Mr. S. Farrauto
Ms. D. Vivian

GUEST: Mr. P. Barkwell

REGRETS: Mayor R. Morrow
Alderman B. Charters
Alderman B. Kelly
Mr. B. Ingleby

1. Opening Remarks

Chairman Anderson called the meeting to order at 5:45 p.m.

A. Purchasing Policy

Management's December 4, 1998 report was received. It was

MOVED by Mr. Kay, seconded by Mr. Skrypniak that

THE PURCHASING POLICY WHICH WAS ADOPTED IN NOVEMBER 1998 BY THE CITY OF HAMILTON AND REGION OF HAMILTON-WENTWORTH BE APPROVED BY H.E.C.F.I. WITH THE FOLLOWING AMENDMENTS:

ALL REFERENCES (WHERE APPLICABLE) MADE TO:

- (i) THE CITY/REGION IS TO BE REPLACED WITH H.E.C.F.I.;
- (ii) THE COUNCIL IS TO BE RELACED WITH THE H.E.C.F.I. BOARD;
- (iii) THE CITY MANAGER IS TO BE REPLACED WITH THE MANAGING DIRECTOR/C.E.O.; and
- (iv) GENERAL MANAGER IS TO BE REPLACED WITH H.E.C.F.I. MANAGEMENT DIRECTOR.

MOTION CARRIED.

B. Business Travel, Seminar and Conference Attendance Policy

Management's December 4th report was received. It was

MOVED by Mrs. Dow, seconded by Mr. Deys that

THE PROPOSED BUSINESS TRAVEL, SEMINAR AND CONFERENCE ATTENDANCE POLICY BE TABLED.

MOTION CARRIED.

C. Closing of Capital Project Accounts

Management's November 24th report was received. It was

MOVED by Mr. Deys, seconded by Ms. Campbell that

THE FOLLOWING CAPITAL PROJECT ACCOUNTS BE CLOSED WITH \$30,862.21 OF EXCESS FINANCING RETURNED TO THE H.E.C.F.I. RESERVE ACCOUNT FOR CAPITAL PROJECTS; and

THAT THE FOREGOING BE FORWARDED TO THE CITY FINANCE AND ADMINISTRATION COMMITTEE FOR INFORMATION:

<u>Capital Account Number</u>	<u>Project Description</u>	<u>Authorized Gross Cost</u>	<u>Cost Expended</u>	<u>Balance Remaining</u>
CF929341016	HECFI Replace/ Renovate Equipment And Facilities	\$125,000.	\$125,000.	0.00
CF929441028	HECFI Replace/ Renovate Equipment And Facilities	130,000.	130,000.	0.00
CF929541016	HECFI Replace/ Renovate Equipment And Facilities	95,000.	94,945.54	54.46
CF929641029	Copps Coliseum – Replacement of Flooring	60,000.	58,966.83	1,033.17
CF929641031	Copps Coliseum – Mezzanine Curtaining System	200,000.	196,671.12	3,328.88
CF929651027	HCC – Replace/ Renovate Equipment And Facilities	120,000.	119,924.41	75.59
CF929741051	Copps Coliseum – Arena Dasherboard System	150,000.	123,629.89	26,370.11
TOTAL:				\$30,862.21

2. Correspondence

MOVED by Mr. Nelson, seconded by Mr. Monzavi that

CORRESPONDENCE RECEIVED FROM THE CITY'S SECRETARY OF THE FINANCE AND ADMINISTRATION COMMITTEE DATED NOVEMBER 30TH RESPECTING THE LOBBY RENOVATION/EXPANSION OF THE ONTARIO GOVERNMENT BUILDING AT 119 KING STREET WEST BE RECEIVED.

MOTION CARRIED.

3. Minutes of Regular Meeting Held November 25, 1998

MOVED by Mr. Kay, seconded by Mrs. Dow that

THE MINUTES OF THE REGULAR MEETING HELD NOVEMBER 25, 1998 BE APPROVED.

MOTION CARRIED.

4. Business Arising From the Minutes

Nil

5. Reports

5.1 Financial Summary for the Eleven Month Period Ended November 30, 1998

The Director of Finance and Administration reviewed the summary, advising that during November there was an increase of \$128,818 to the under-expended municipal contribution due primarily to attaining higher than budgeted activity levels at Copps Coliseum. At the close of the eleven month period ended November 30, 1998, the total under-expended municipal contribution is \$144,138. It was

MOVED by Mr. Monzavi, seconded by Mr. Deys that

THE FINANCIAL SUMMARY FOR THE ELEVEN MONTH PERIOD ENDED NOVEMBER 30, 1998 BE RECEIVED.

MOTION CARRIED.

Congratulations were extended to the CEO and staff for their respective contributions throughout the year.

6. Private and Confidential

MOVED by Mr. Nelson, seconded by Ms. Campbell that

THE MEETING MOVE INTO AN IN-CAMERA SESSION AT 6:00 P.M.

MOTION CARRIED.

MOVED by Alderman Corsini, seconded by Mr. DeCaria that

THE IN-CAMERA SESSION BE ADJOURNED AT 6:20 P.M.

MOTION CARRIED.

7. New Business

Nil

8. Other Business

8.1 Gene Kay

Chairman Anderson expressed his regret that this was Mr. Kay's last meeting, adding that he was going to be missed. It was noted that due to the City's resolution that citizen appointees not serve more than two (2) consecutive terms, Gene Kay did not re-apply. Ms. Brenda Campbell and Mr. Bill Ingleby were reappointed; Mr. Rob Baboth is the new appointee.

Alderman Anderson commended Mr. Kay for his very successful tenure both as a Member and Chairman of the Board and for his considerable contribution to the Board and H.E.C.F.I. throughout his ten year commitment.

Speaking on his own behalf and that of staff, in general, the CEO thanked Mr. Kay for his leadership

9. Date of Next Meeting

Wednesday, January 27, 1999
12:00 Noon - Location TBA

10. Adjournment

The meeting adjourned at 6:25 p.m.

TAKEN AS READ AND APPROVED

Alderman Terry Anderson, Chair

Patricia Bennett, Secretary

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1999

HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.

REGULAR MEETING OF THE BOARD OF DIRECTORS

**URBAN
MUNICIPAL**

Wednesday, February 24, 1999
12:00 Noon
Hamilton Convention Centre, Room 314

ORDER OF BUSINESS

DECLARATION OF CONFLICT OF INTEREST

1. Opening Remarks

ACTION ITEMS

- | | | |
|----|--|--------------|
| A. | Marketing & Sales Committee First Report of 1999 | Attachment A |
| B. | Finance & Administration Committee Second Report of 1999 | Attachment B |
| C. | Community Dinner : Junior Achievement Governors' Dinner
- April 28, 1999 Hamilton Convention Centre | Attachment C |

INFORMATION ITEMS

- | | | |
|-----|---|---------------------------|
| 2. | Correspondence | Nil |
| 3. | Minutes of Regular Meeting Held January 27, 1999 | Attachment 3 |
| | 3.1 Errors or Omissions | |
| | 3.2 Motion for Approval | |
| 4. | Business Arising from the Minutes | |
| 5. | Financial Summary (Preliminary) for the Year Ended
December 31, 1998 | Attachment 5.1 |
| 6. | Private and Confidential | |
| 7. | New Business | |
| 8. | Other Business | |
| 9. | Date of Next Meeting: | Wednesday, March 24, 1999 |
| 10. | Adjournment | |

OUTSTANDING BUSINESS

- | | |
|------|--|
| (i) | Results of Comprehensive Study : Parking Facilities Adjacent to HECFI Facilities |
| (ii) | Business Travel, Seminar and Conference Attendance Policy |
-

February 18, 1999
Patricia Bennett
Legislative Assistant

1971-1972

1973-1974

1975-1976

1977-1978

1979-1980

1981-1982

MARKETING & SALES COMMITTEE FIRST REPORT OF 1999

A

The Marketing & Sales Committee presents its **FIRST** Report of 1999 from its meeting held February 18, 1999 and respectfully requests approval of the following recommendations:

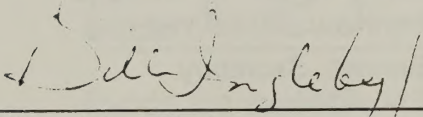
1. Commercial Versus Not-For-Profit Rental Rates for Hamilton Place Tenants

THAT HAMILTON PLACE RENTAL RATES FOR OPERA HAMILTON PERFORMANCE NIGHTS BE CHARGED AT 11% OR \$2,100. WHICHEVER IS GREATER, CAPPED AT \$3,000. LESS APPLICABLE TAXES; and

THAT THIS RATE BECOME EFFECTIVE FOR OPERA HAMILTON'S 2000-2001 SEASON; and

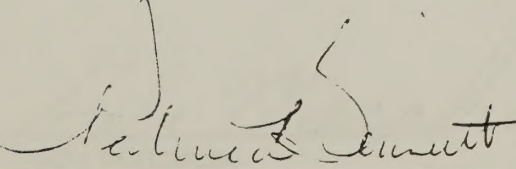
THAT ALL OTHER CHARGEOUT RATES REMAIN UNCHANGED.

Respectfully submitted,



Bill Ingleby, Chair

pb



Patricia Bennett, Secretary

B

FINANCE AND ADMINISTRATION COMMITTEE
SECOND REPORT OF 1999

The Finance and Administration Committee presents its **SECOND** Report of 1999 from its meeting held February 18, 1999 and respectfully requests approval of the following recommendations:

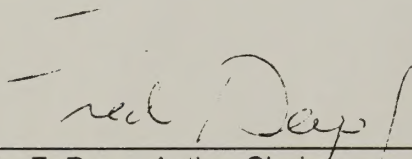
1. Memorandum of Agreement Between HECFI and IATSE B-173 Part-Time Union at Hamilton Place

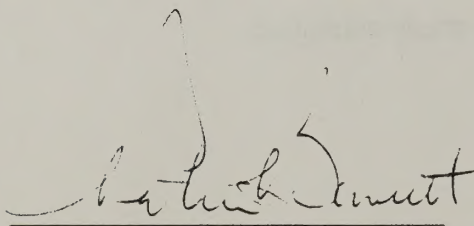
THAT THE MEMORANDUM OF AGREEMENT DATED 1999 FEBRUARY 8 BETWEEN HECFI AND THE IATSE B-173 PART-TIME EMPLOYEE UNION AT HAMILTON PLACE BE ENDORSED.

2. H.E.C.F.I.'s Part-Time Non-Union Employee Group

THAT THE WAGE RATES PAID TO H.E.C.F.I.'S PART-TIME NON-UNION EMPLOYEE GROUP BE INCREASED BY 1.5% EFFECTIVE 1999 JANUARY 1 AND 2000 JANUARY 1 RESPECTIVELY.

Respectfully submitted,


Mr. F. Deys, Acting Chair


Patricia Bennett, Secretary

pt.

C

MEMO TO: H.E.C.F.I. BOARD OF DIRECTORS

FROM: Gabe Macaluso
Managing Director/CEO:

DATE: 1998 February 18

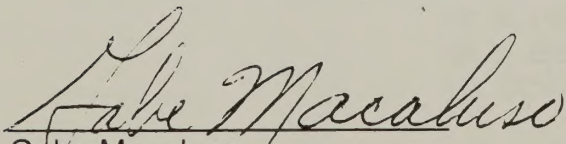
SUBJECT: **COMMUNITY DINNER : Governor's Dinner
Junior Achievement of Hamilton-Wentworth
April 28, 1999, Hamilton Convention Centre**

RECOMMENDATION:

THAT THE BOARD OF DIRECTORS PURCHASE A TABLE OF TEN AT A COST NOT TO EXCEED \$1,000. TO THE ANNUAL GOVERNORS' DINNER FOR JUNIOR ACHIEVEMENT OF HAMILTON WENTWORTH TO BE HELD AT THE HAMILTON CONVENTION CENTRE APRIL 28, 1999.

BACKGROUND:

- In 1993 the Annual Governor's Dinner for Junior Achievement moved its function from the Convention Centre (where it had been held for five years) to an alternate location. Management is pleased to report that sales staff was successful in attracting this event back to the Hamilton Convention Centre in 1998. The Board's presence at this event demonstrates its support for this worthwhile community event.
- Funds are available in the Board's allocation for meetings and receptions.


Gabe Macaluso
Managing Director/CEO

Pat Bennett, Chairman
HECFI
1 Summers Lane
Hamilton, ON L8P 4Y2

Dear Pat,

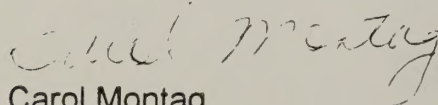
Sonny Monzavi asked me to send a letter to you requesting the support of the HECFI board of directors for our annual Governors' Dinner being held at the Hamilton Convention Centre. It's that time of the year when we start planning Governors' Dinner. We are very excited that this year's speakers are Ron Joyce, Tim Horton's Donuts and Dave Thomas, Wendy's International. A fun filled evening is being planned for April 28, 1999 at the Hamilton Convention Centre.

We wanted to contact our "special" partners who traditionally purchase a table for the Governors' Dinner. This year the first two rows of tables are available as *Premier Tables*. What this means is you would purchase a table for ten, have one young person from our program sit at your table and therefore have 9 tickets available to your company. We have already sold 13 of the 20 available tables! We at Junior Achievement did not want you to miss out on purchasing the best table available to you.

We are at the reserving stages of the dinner and invoicing will happen in mid to late February. If you are interested in reserving a *Premier Table* or a regular table please let Kim Shears know by telephone 528-5252, fax 528-7787 or e-mail: jastartnow@bestnet.org.

Thank you for your continued support in Junior Achievement. Hoping 1999 is a successful year for you.

Yours truly,



Carol Montag
President & CEO

**HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.**

REGULAR MEETING OF THE BOARD OF DIRECTORS

**Wednesday, January 27, 1999
11:30 a.m.**

Hamilton Convention Centre, Room 314

PRESENT:

Alderman T. Anderson, Chair
Alderman B. Charters, First Vice Chair
Mayor R. Morrow
Alderman R. Corsini
Alderman B. Kelly
Mrs. M. Dow
Ms. B. Campbell
Mr. P. DeCaria
Mr. F. Deys
Mr. B. Ingleby
Mr. S. Monzavi
Mr. J. Nelson
Mr. A. Skrypniak
Mr. R. Baboth

ALSO PRESENT:

Mr. G. Macaluso
Mr. J. Leuser
Mr. B. Calder
Mr. S. Farrauto
Mr. J. Elder
Ms. D. Vivian



Pat Bennett, Chairman
HECFI
1 Summers Lane
Hamilton, ON L8P 4Y2

Dear Pat,

Sonny Monzavi asked me to send a letter to you requesting the support of the HECFI board of directors for our annual Governors' Dinner being held at the Hamilton Convention Centre. It's that time of the year when we start planning Governors' Dinner. We are very excited that this year's speakers are Ron Joyce, Tim Horton's Donuts and Dave Thomas, Wendy's International. A fun filled evening is being planned for April 28, 1999 at the Hamilton Convention Centre.

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CONVENTION FACILITIES INC.**

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Mrs. M. Dow
Ms. B. Campbell
Mr. P. DeCaria
Mr. F. Deys
Mr. B. Ingleby
Mr. S. Monzavi
Mr. J. Nelson
Mr. A. Skrypniak
Mr. R. Baboth

ALSO PRESENT:

Mr. G. Macaluso
Mr. J. Leuser
Mr. B. Calder
Mr. S. Farrauto
Mr. J. Elder
Ms. D. Vivian

1. Opening Remarks

Alderman Anderson called the meeting to order at 12:20 p.m. advising of the upcoming entertainment highlights which include Shania Twain; Rod Stewart; Korn; Disney On Ice (Wizard of Oz) and the Junos which will feature a Tribute to Celine Dion. Other acts featured at the Junos include Colin James; The Moffatts; Sloan; The Philosopher Kings and Checkmate, to name a few. A welcome was extended to new citizen member Robert Baboth.

2. Oath of Appointed Office : Citizen Appointees

Mayor Morrow administered the Oath of Appointed Office to newly appointed citizen member, Robert Baboth; and to reappointed members Brenda Campbell and Bill Ingleby. The appointments are for a term to expire 2001 December 31.

Alderman Anderson stepped away from the Chair preceding the elections. The Secretary then briefly assumed the Chair for the purpose of calling for nominations for the position of Chairman of the Board.

3. Election of Officers
Appointment of Committee Membership

The Secretary called for nominations for the position of Chairman of the Board.

Mrs. Dow moved the nomination of Alderman Anderson; it was seconded by Alderman Corsini. Mr. Monzavi moved that nominations be closed; Ms. Campbell seconded the motion.

ALDERMAN TERRY ANDERSON WAS ELECTED TO THE POSITION OF CHAIR OF THE BOARD BY ACCLAMATION.

Alderman Anderson thanked everyone for their support, adding that he looks forward to the challenges of the coming year as Chairman of the Board.

First Vice Chairman of the Board

Alderman Kelly moved the nomination of Alderman Charters, it was seconded by Mr. Deys. Mr. Skrypnjak moved that nominations be closed; Ms. Campbell seconded the motion.

ALDERMAN BOB CHARTERS WAS ELECTED TO THE POSITION OF FIRST VICE-CHAIR OF THE BOARD BY ACCLAMATION.

Second Vice Chairman of the Board

Mr. Ingleby moved the nomination of Mrs. Mary Dow; it was seconded by Mr. Skrypniak. Alderman Corsini moved that nominations be closed; Mr. DeCaria seconded the motion.

MRS. MARY DOW WAS ELECTED TO THE POSITION OF SECOND VICE CHAIR OF THE BOARD BY ACCLAMATION.

Operations Committee / Chair

Mrs. Dow moved the nomination of Mr. Andy Skrypniak; it was seconded by Alderman Kelly. Mr. Baboth moved that nominations be closed; Mr. Monzavi seconded the motion.

MR. ANDY SKRYPNIAK WAS ELECTED TO THE POSITION OF CHAIR OF THE OPERATIONS COMMITTEE BY ACCLAMATION.

Operations Committee / Vice Chair

Mr. Skrypniak moved the nomination of Alderman Bill Kelly; it was seconded by Alderman Corsini. Mr. Monzavi moved that nominations be closed; Mr. Baboth seconded the motion.

ALDERMAN BILL KELLY WAS ELECTED TO THE POSITION OF VICE CHAIR OF THE OPERATIONS COMMITTEE BY ACCLAMATION.

Marketing and Sales Committee / Chair

Mrs. Dow moved the nomination of Mr. Bill Ingleby; it was seconded by Mr. Skrypniak. Mr. Deys moved that nominations be closed; Mr. Nelson seconded the motion.

MR. BILL INGLEBY WAS ELECTED TO THE POSITION OF CHAIR OF THE MARKETING AND SALES COMMITTEE BY ACCLAMATION.

Marketing and Sales Committee / Vice Chair

Mr. Ingleby moved the nomination of Ms. Brenda Campbell; it was seconded by Mr. Baboth. Mrs. Dow moved that nominations be closed; Alderman Kelly seconded the motion.

Finance and Administration Committee / Chair

Mr. DeCaria moved the nomination of Mr. Sonny Monzavi; it was seconded by Mr. Deys. Mayor Morrow moved that nominations be closed; Alderman Corsini seconded the motion.

MR. SONNY MONZAVI WAS ELECTED TO THE POSITION OF CHAIR OF THE FINANCE AND ADMINISTRATION COMMITTEE BY ACCLAMATION.

Finance and Administration Committee / Vice Chair

Mr. Monzavi moved the nomination of Mr. Fred Deys; it was seconded by Mr. DeCaria. Mr. Nelson moved that nominations be closed; Mr. Ingleby seconded the motion.

MR. FRED DEYS WAS ELECTED TO THE POSITION OF VICE CHAIR OF THE FINANCE AND ADMINISTRATION COMMITTEE BY ACCLAMATION.

Audit Committee / Chair

Mr. DeCaria moved the nomination of Mr. Monzavi; it was seconded by Mr. Deys. Alderman Corsini moved that nominations be closed; Mr. DeCaria seconded the motion.

MR. SONNY MONZAVI WAS ELECTED TO THE POSITION OF CHAIR OF THE AUDIT COMMITTEE BY ACCLAMATION.

Audit Committee / Vice Chair

Mr. DeCaria moved the nomination of Mr. Deys; it was seconded by Mr. Skrypniak. Mr. Baboth moved that nominations be closed; Mrs. Dow seconded the motion.

MR. FRED DEYS WAS ELECTED TO THE POSITION OF VICE CHAIR OF THE FINANCE AND ADMINISTRATION COMMITTEE BY ACCLAMATION.

Committee Membership

Operations Committee

The following Directors were appointed to the Operations Committee:

Alderman Bob Charters
Ms. Brenda Campbell
Mrs. Mary Dow
Mr. Bill Ingleby
Mr. John Nelson

Marketing and Sales Committee

Alderman Ron Corsini
Mrs. Mary Dow
Mr. Pat DeCaria
Mr. Rob Baboth
Mr. Fred Deys

Finance and Administration and Audit Committees

Mrs. Mary Dow
Mr. Pat DeCaria
Mr. Rob Baboth

Alderman Anderson declared the elections closed.

4. Standing Committee Terms of Reference

MOVED by Mr. Monzavi, seconded by Ms. Campbell that

THE STANDING COMMITTEE TERMS OF REFERENCE BE RECEIVED.

MOTION CARRIED.

OPERATIONS COMMITTEE

1. Receive, review and recommend to the Finance and Administration Committee the annual operating and capital budgets;
2. Recommend to the Board all capital, operations and maintenance expenditures within the limitations (which fluctuate in accordance with the annual inflation rate) established by the City's Purchasing Department and approved by City Council;
3. Review and recommend for approval all contract documents for tender and all contracts for services;
4. Monitor building and equipment to ensure optimum performance;
5. Monitor operations efficiency and effectiveness;
6. Review and recommend to the HECFI Board all matters pertaining to the provision of food and beverage in HECFI facilities as established by Board policy;
7. Provide a monthly written report to the Board;
8. Review reports provided by senior management regarding occupational health and safety issues and recommend appropriate actions to the Board of Directors relative to health and safety issues;
9. Perform other duties as assigned by Board of Directors.

MARKETING AND SALES COMMITTEE

1. a) Receive, review and recommend to the Board the annual Marketing Plan;
b) The Marketing Plan to include client services and public relations;
2. Receive, review and recommend to the Board for approval strategic plans for future;
3. Receive, review and recommend to the Finance and Administration Committee the annual operating budget;
4. Evaluate and make recommendations regarding community education, social and cultural activities related to performing arts;
5. Monitor activities and events to assess program balance, number of event days, and results of promotions and co-promotions;
6. Recommend to the Board all operational, capital and maintenance expenditures related to the Marketing and Sales Department within the limitations (which fluctuate in accordance with the annual inflation rate) established by the City's Purchasing Department and approved by City Council;
7. Monitor expenditures from the Provision for Promotions account for promotions and co-promotions;
8. Provide a monthly written report to the Board;
9. Perform other duties assigned by Board of Directors.

FINANCE AND ADMINISTRATION COMMITTEE

1. Oversee the financial affairs of the Hamilton Entertainment and Convention Facilities Inc. and the Hamilton Performing Arts Foundation Inc.
2. Receive, review and recommend to the Board the annual operating budgets;
3. Receive, review and recommend to the Board the annual 10-year capital budget programmes;
4. Recommend to the Board all financial and administrative policies and personnel matters;
5. Oversee the Box Office/Ticketing Services for all HECFI facilities;
6. Recommend to the Board all operational, capital and maintenance expenditures related to the Finance and Administration Department within the limitations (which fluctuate in accordance with the annual inflation rate) established by the City's Purchasing Department and approved by City Council;
7. Assume responsibility for the efficient management of funds;
8. Provide a monthly written report to the Board;
9. Recommend to the Board the disposition of the personnel contracts of the respective directors reporting through the Managing Director/CEO to the applicable Standing Committee;
10. Perform other duties as assigned by Board of Directors.

5. Board and Standing Committee Meeting Schedule

MOVED by Mr. Baboth, seconded by Mr. Nelson that

REGULAR MEETINGS OF THE BOARD TAKE PLACE DURING THE LAST WEEK OF THE MONTH; and

THAT THE STANDING COMMITTEES OF THE BOARD TAKE PLACE DURING THE WEEK PRECEDING THE REGULAR FULL BOARD MEETINGS; and

THAT THE BOARD ESTABLISH THE DAY AND TIME FOR EACH OF ITS MEETINGS.

MOTION CARRIED.

During discussion of management's January 20th report, Board Members reached consensus that the full Regular Board continue to meet the last Wednesday of the month at 12 Noon; that all Standing Committees meet the week preceding the Regular Board (Operations Committee on Wednesdays at Noon; Marketing & Sales and Finance & Administration on Thursdays at Noon).

A. Operations Committee First Report of 1999

MOVED by Mr. Skrypniak, seconded by Mr. Ingleby that

THE OPERATIONS COMMITTEE FIRST REPORT BE APPROVED AND THE FOLLOWING RECOMMENDATION ENDORSED:

THAT THE CAPITAL PROJECTS INCLUDED IN THE PROPOSED TEN (10) YEAR 1999-2008 PROVISIONAL CAPITAL BUDGET PROGRAMME BE APPROVED WITH THE FOLLOWING AMENDMENTS:

THAT THE ALLOCATION IN THE AMOUNT OF \$140,000. FOR THE PROVISION OF NEW ICE DECKING AT COPPS COLISEUM, BE MOVED FROM YEAR 1999 TO YEAR 2000; and

THAT AN ALLOCATION OF \$25,000. BE INCLUDED IN THE 1999 COPPS COLISEUM REPLACEMENTS AND RENOVATIONS FOR FACILITIES AND EQUIPMENT ALLOCATION SPECIFICALLY FOR THE PURCHASE OF HOMOSOTE ICE DECKING AT COPPS COLISEUM; and

THAT THESE CAPITAL PROJECTS BE REVIEWED BY THE CORPORATE BUDGET STEERING COMMITTEE AND CITY COUNCIL.

MOTION CARRIED. Mr. Nelson opposed the motion.

B. Finance and Administration Committee First Report of 1999

1999 to 2008 Capital Budget Programme

MOVED by Mr. Monzavi, seconded by Ms. Campbell that

THE CAPITAL PROJECTS INCLUDED IN THE PROPOSED TEN (10) YEAR 1999-2008 PROVISIONAL CAPITAL BUDGET PROGRAMME BE APPROVED WITH THE FOLLOWING AMENDMENTS:

THAT THE ALLOCATION IN THE AMOUNT OF \$140,000. FOR THE PROVISION OF NEW ICE DECKING AT COPPS COLISEUM, BE MOVED FROM YEAR 1999 TO YEAR 2000; and

THAT AN ALLOCATION OF \$25,000. BE INCLUDED IN THE 1999 COPPS COLISEUM REPLACEMENTS AND RENOVATIONS FOR FACILITIES AND EQUIPMENT ALLOCATION SPECIFICALLY FOR THE PURCHASE OF HOMOSOTE ICE DECKING AT COPPS COLIEUM; and

THAT THESE CAPITAL PROJECTS BE REVIEWED BY THE CORPORATE BUDGET STEERING COMMITTEE AND CITY COUNCIL.

MOTION CARRIED. Mr. Nelson opposed the motion.

2. Financing for the Ten (10) Year (1999-2008) Provisional Capital Budget Programme

MOVED by Ms. Campbell, seconded by Alderman Kelly that

THE TEN (10) YEAR (1999-2008) PROVISIONAL CAPITAL BUDGET PROGRAMME FOR THE RONALD V. JOYCE CENTRE FOR THE PERFORMING ARTS AT HAMILTON PLACE BE FINANCED FROM THE NEWLY ESTABLISHED RESERVE FUND (ACCOUNT NUMBER CH 00209) FOR THE RONALD V. JOYCE CENTRE FOR THE PERFORMING ARTS; and

THAT THE TEN (10) YEAR (1999-2008) PROVISIONAL CAPITAL BUDGET PROGRAMME FOR COPPS COLISEUM AND THE HAMILTON CONVENTION CENTRE BE FINANCED FROM H.E.C.F.I.'S RESERVE FOR CAPITAL PROJECTS (ACCOUNT NUMBER CH 00206) SUBJECT TO THE AVAILABILITY OF FUNDS IN THE RESERVE.

MOTION CARRIED.

C. Community Dinner : CYO Celebrity Dinner – February 25, 1999, Carmen's Banquet Centre

MOVED by Alderman Kelly, seconded by Mr. Deys that

THE BOARD OF DIRECTORS PURCHASE TWO TICKETS ON BEHALF OF THE CHAIR AND FIRST VICE-CHAIR TO ATTEND THE CYO CELEBRITY DINNER, THURSDAY, FEBRUARY 25, 1999 AT CARMEN'S BANQUET CENTRE AT A COST OF \$200.

MOTION CARRIED.

6. Correspondence

MOVED by Alderman Corsini, seconded by Mr. DeCaria that

CORRESPONDENCE BE RECEIVED FROM: The Good Shepherd Centres; Alliance Atlantis Screenventures Productions Ltd. (PowerPlay); and Shirley Showler.

MOTION CARRIED.

7. Minutes of Regular Meeting Held December 17, 1998

MOVED by Mr. Nelson, seconded by Mr. Ingleby that

THE MINUTES OF THE REGULAR BOARD MEETING HELD DECEMBER 17, 1998 BE APPROVED.

MOTION CARRIED.

8. Business Arising from the Minutes

Nil

9. Private and Confidential

Staff, with the exception of the Legislative Assistant, was requested to leave the meeting.

MOVED by Alderman Kelly, seconded by Mayor Morrow that

THE MEETING MOVE INTO AN IN-CAMERA SESSION AT 1:10 P.M.

MOTION CARRIED.

MOVED by Alderman Corsini, seconded by Mr. DeCaria that

THE IN-CAMERA SESSION BE ADJOURNED AT 2:00 P.M.

MOTION CARRIED.

The following motion was carried. It was

MOVED by Mr. Monzavi, seconded by Alderman Charters that

THE POSITION OF DIRECTOR OF FINANCE AND ADMINISTRATION BE DEEMED REDUNDANT EFFECTIVE IMMEDIATELY; and

THAT THE INCUMBANT BE PROVIDED WITH A SEVERANCE PACKAGE IN ACCORDANCE WITH THE HUMAN RESOURCE PRACTICES OF THE CITY OF HAMILTON; and

THAT A NEW POSITION OF MANAGER OF FINANCIAL SERVICES BE CREATED IN SALARY LEVEL 22 OF THE H.E.C.F.I. SALARY AND WAGE SCHEDULE (\$70,123.04 - \$82,499.04) EFFECTIVE IMMEDIATELY.

MOTION CARRIED.

10. New Business

Nil

11. Other Business

Nil

12. Date of Next Meeting

Wednesday, February 24, 1999

13. Adjournment

The meeting adjourned at 2:02 p.m.

TAKEN AS READ AND APPROVED

Alderman Terry Anderson, Chair

Patricia Bennett, Secretary



Hamilton
Entertainment
and Convention
Facilities Inc.

5.1

**Financial Summary (Preliminary)
For The Year Ended December 31, 1998**

Actual Results For The Year Ended December 31, 1997		(1) Budget	(2) Actual	(3) Favourable <Unfavourable> Budget Variance
\$7,609,475	Revenue	\$7,377,640	\$7,911,792	\$534,152
<u>9,878,689</u>	Expenses	<u>9,653,990</u>	<u>10,073,060</u>	<u><419,070></u>
	Excess of Expenses			
<u>\$2,269,214</u>	Over Revenue From Operations	<u>\$2,276,350</u>	<u>\$2,161,268</u>	<u>\$115,082</u>

Comments:

HECFI's preliminary municipal contribution was under-expended by \$115,082 (see row 3, column 3 above) for the year ended December 31, 1998. This represents a decrease of \$29,056 in the under-expended amount reported to you last month for the eleven-month period ended November 30, 1998.

Mr. Rick DiFilippo, C.A.
Manager of Business Services

16 February 1999

**THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.
CONSOLIDATED STATEMENT OF REVENUE AND EXPENSES**

	Budgeted Operating Results For The Year Ended December 31, 1998 (1)	Actual Operating Results For The Year Ended December 31, 1998 (2)	Favourable/ (Unfavourable) Budget Variance Amount (3)	% (4)	Actual Operating Results For The Year Ended December 31, 1997 (5)
REVENUE					
RENTAL, LICENCE FEES AND SHOW REVENUE	\$1,289,120	\$1,519,379	\$230,259	17.9%	\$1,261,613
OTHER RENTALS	478,910	424,424	(54,486)	-11.4%	455,110
FOOD, BEVERAGE AND CONCESSIONS	2,343,720	2,380,085	36,365	1.6%	2,625,974
RECOVERIES	2,548,340	2,757,576	209,236	8.2%	2,580,856
BOX OFFICE	390,200	437,917	47,717	12.2%	382,465
OTHER	327,350	392,411	65,061	19.9%	303,457
TOTAL REVENUE	\$7,377,640	\$7,911,792	\$534,152	7.2%	\$7,609,475
EXPENSES BY DEPARTMENT / SECTION					
OPERATIONS-ADMINISTRATION	\$259,910	\$268,615	(\$8,705)	-3.3%	\$296,869
FOOD AND BEVERAGE	1,791,150	1,852,568	(61,418)	-3.4%	2,048,397
EVENTS DELIVERY	2,618,950	2,850,790	(231,840)	-8.9%	2,969,175
BUILDING OPERATIONS	1,654,570	1,782,976	(128,406)	-7.8%	1,574,245
MARKETING AND PROMOTION	1,691,840	1,699,325	(7,485)	-0.4%	1,409,997
ADMINISTRATION-CEO/BOARD	434,930	427,579	7,351	1.7%	435,995
PROFESSIONAL FEES	33,630	28,788	4,842	14.4%	27,829
FINANCE AND ADMINISTRATION	686,450	653,172	33,278	4.8%	648,416
BOX OFFICE	390,200	418,861	(28,661)	-7.3%	376,223
INSURANCE	92,360	90,386	1,974	2.1%	91,543
TOTAL EXPENSES	\$9,653,990	\$10,073,060	(\$419,070)	-4.3%	\$9,878,689
EXCESS OF EXPENSE OVER REVENUE FROM OPERATIONS	\$2,276,350	\$2,161,268	\$115,082	5.1%	\$2,269,214
CONTRIBUTION FROM THE CITY	\$2,276,350	\$2,276,350	\$0	0.0%	\$2,356,290
UNDER (OVER) EXPENDED					
MUNICIPAL CONTRIBUTION	\$0	\$115,082	\$115,082	0.0%	\$87,076

NOTE: It is the policy of the City of Hamilton not to charge its Departments, related Boards and Commissions with their utility and related overhead charges. Accordingly, these financial results do not reflect these costs.

CAY ON HBL V89

A35

1999

HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.

REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, March 25, 1999
4:30 p.m.
Hamilton Place, Board Room

URBAN MUNICIPAL

MAR 25 1999

ORDER OF BUSINESS

GOVERNMENT DOCUMENTS

DECLARATION OF CONFLICT OF INTEREST

1. Opening Remarks

ACTION ITEMS

INFORMATION ITEMS

2. Correspondence Attachment 2
3. Minutes of Regular Meeting Held February 24, 1999 Attachment 3
 - 3.1 Errors or Omissions
 - 3.2 Motion for Approval
4. Business Arising from the Minutes
5. Financial Summary for the Month Ended February 28, 1999 Circulated at Meeting
6. Director's Report : Operations/Events Delivery Attachment 6
7. Private and Confidential
8. New Business
9. Other Business
10. Date of Next Meeting: Wednesday, April 28, 1999
11. Adjournment

OUTSTANDING BUSINESS

- (i) Results of Comprehensive Study : Parking Facilities Adjacent to HECFI Facilities
 - (ii) Business Travel, Seminar and Conference Attendance Policy
-

March 18, 1999
Patricia Bennett
Legislative Assistant



McMASTER

• U N I V E R S I T Y •

Office of the Executive Director
University Advancement

President, McMaster University Foundation

1280 Main Street West
Gilmour Hall, Room 110
Hamilton, Ontario L8S 4L1
Tel: (905) 525-9140 Ext. 4677
Fax: (905) 525-9140

2

18 February 1999

Mr. Gabe Macaluso
Hamilton Entertainment and Convention Facilities Inc.
10 MacNab St. S.
Hamilton, ON L8P 4Y3

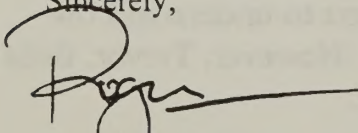
Dear Gabe,

I wanted to send a note and tell you how sorry I was to hear that Pavarotti was unable to perform this past Sunday night. Many of us realize how hard you worked to make this happen and I know how disappointing this must have been for you.

Gabe, I want to thank you again for thinking about McMaster and allowing us to arrange in Mr. Pavarotti's schedule, an opportunity to confer the honorary degree. We were extremely pleased with the way this event was handled and hope that you were satisfied with the outcome. Your staff in particular, Debra Vivian was extremely helpful throughout the process and we are very grateful. I wish you all the best in your planning for the July 11th return date and hope that it goes off very successfully.

Thanks again Gabe for all of your help and I look forward to working with you on more projects in the future.

Sincerely,



Roger Trull

About Town Event & Meeting Planners

494 Mary Street
Hamilton, Ontario, L8L 4X4
(905) 529-6956
Fax: (905) 529-1108
Email atemp@icom.ca

FAX TRANSMISSION COVER SHEET

Date: March 1, 1999
To: Gabe Macaluso
Fax: (905) 521-0924
Re: Pinnacle Awards
Sender: Joan Balinson

*You should receive 2 page(s) including this cover sheet. If you do not receive all, please call
(905) 529-6956*

Dear Gabe:

Once again I want you to commend your staff. Thursday, February 25, the Canadian Public Relations Society (Hamilton Chapter) held their annual awards dinner and this year on the stage at Hamilton Place.

I'm sure you know how difficult it is for dinner organizers to understand the challenges of running a dinner in an alternative venue. However, Trevor, Bella and Don made it all happen--with good advice and patience.

Irene handled the food and service end. The food was just excellent. Two Toronto guests at my table could not believe that at Convention Centre could cater such a tasty and well presented meal! Only you and I know the challenges that presents when the food must travel from the C.C. kitchen over to the stage. John was in charge that evening and the service was quick and everything ran smoothly.

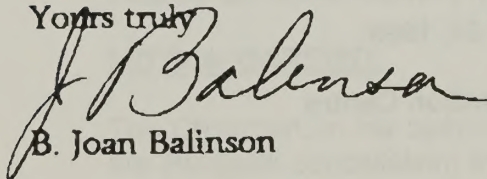
As you know, this same organization is bringing its national conference here this year-June 5-8. It was approximately 5 years ago that I suggested they make the pitch. It

has not been an easy sell. This conference is usually held in cities which have large marketing budgets for the development of tourism but the local committee have a volunteer marketing group which has worked tirelessly to get the word out across the country that Hamilton will show the delegates a good time. They made a video (which I think you should see) for the 1998 conference in Montreal as well as a post card showing Gore Park and a word puzzle on Hamilton attractions. Each of these pieces has been sent to all chapters/members. (Next year, I want to nominate this group for the Tourism Award for Conference marketing).

I know that the great showing Thursday evening will filter back to the Toronto P.R. community which has the potential of sending 75 delegates. So please see that the staff receive appropriate recognition and that the board knows how well they work together.

Thank you for your efforts.

Yours truly

A handwritten signature in cursive script, appearing to read 'B. Balinson', written over the typed name.

B. Joan Balinson

3

**HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.**

REGULAR MEETING OF THE BOARD OF DIRECTORS

Wednesday, February 24, 1999

12:00 Noon

Room 314, Hamilton Convention Centre

PRESENT:

Alderman T. Anderson, Chair
Alderman B. Charters, First Vice-Chair
Mrs. M. Dow, Second Vice-Chair
Alderman R. Corsini
Alderman B. Kelly
Ms. B. Campbell
Mr. W. Ingleby
Mr. J. Nelson
Mr. A. Skrypnik
Mr. P. DeCaria
Mr. R. Baboth

ALSO PRESENT:

Mr. G. Macaluso
Mr. B. Calder
Mr. R. DiFilippo
Mr. S. Farrauto
Mr. J. Elder
Ms. D. Vivian
Ms. J. Mills

REGRETS:

Mayor R. Morrow
Mr. F. Deys
Mr. S. Monzavi

1. Opening Remarks

The Chairman called the meeting to order at 12:00 Noon and requested that in the interest of time restraints, the meeting move into an In-Camera Session. It was

MOVED by Alderman Kelly, seconded by Alderman Corsini that

THE MEETING MOVE INTO AN IN-CAMERA SESSION AT 12:01 P.M.

MOTION CARRIED.

MOVED by Mr. Baboth, seconded by Alderman Kelly that

THE IN-CAMERA SESSION BE ADJOURNED AT 12:20 P.M.

MOTION CARRIED.

The Chairman, in his opening remarks, advised that HECFI has not lost money on the Pavarotti cancellation; the Rudas organization will assume all costs. A total of 1,100 tickets have been refunded to date, mostly from the \$35/\$70 ticket range. There have also been 209 new ticket purchases. It was clarified that food choices are at the discretion of the concessionaires for events, including Pavarotti – that it was not financially viable to serve a more up-scale variety for single events. Management's decision not to host a coat check was determined due to the large audience and the added congestion which may have resulted. The City's parking facilities refunded parking costs to patrons during that evening – private lots did not.

Additional comments included: an NHL Leafs/Sabres game is scheduled to take place in the Fall. Ticket sales for Rod Stewart are steady; PowerPlay has confirmed to do another season (13 excerpts) out of Copps Coliseum – filming begins in June.

A. Marketing & Sales Committee First Report of 1999

MOVED by Mr. Ingleby, seconded by Alderman Charters that

THE MARKETING AND SALES COMMITTEE FIRST REPORT BE APPROVED AND THE FOLLOWING RECOMMENDATION ENDORSED:

Hamilton Place Rental Rates for Opera Hamilton

HAMILTON PLACE RENTAL RATES FOR OPERA HAMILTON PERFORMANCE NIGHTS BE CHARGED AT 11% OR \$2,100. WHICHEVER IS GREATER, CAPPED AT \$3,000. LESS APPLICABLE TAXES; and

THAT THIS RATE BECOME EFFECTIVE FOR OPERA HAMILTON'S 2000-2001 SEASON; and

THAT ALL OTHER CHARGEOUT RATES REMAIN UNCHANGED.

MOTION CARRIED.

B. Finance & Administration Committee Second Report of 1999

The Finance & Administration Committee Second Report of 1999 was received. It was

Memorandum of Agreement Between HECFI and IATSE B-173 Part-Time Union at Hamilton Place

MOVED by Mrs. Dow, seconded by Mr. Nelson that

THE MEMORANDUM OF AGREEMENT DATED 1999 FEBRUARY 8 BETWEEN HECFI AND THE IATSE B-173 PART-TIME EMPLOYEE UNION AT HAMILTON PLACE BE ENDORSED.

MOTION CARRIED.

HECFI'S Part Time Non-Union Employee Group

MOVED by Mr. Skrypniak, seconded by Ms. Campbell that

THE WAGE RATES PAID TO HECFI'S PART-TIME NON-UNION EMPLOYEE GROUP BE INCREASED BY 1.5% EFFECTIVE 1999 JANUARY 1 AND 2000 JANUARY 1 RESPECTIVELY.

MOTION CARRIED.

C. Community Dinner: Junior Achievement Governors' Dinner – April 28, 1999
Hamilton Convention Centre

MOVED by Alderman Corsini, seconded by Mr. Baboth that

THE BOARD OF DIRECTORS PURCHASE A TABLE OF TEN AT A COST NOT TO EXCEED \$1,000. TO THE ANNUAL GOVERNORS' DINNER FOR JUNIOR ACHIEVEMENT OF HAMILTON WENTWORTH TO BE HELD AT THE HAMILTON CONVENTION CENTRE APRIL 28, 1999.

MOTION CARRIED.

2. Correspondence

Nil

3. Minutes of Regular Meeting Held January 27, 1999

MOVED by Mr. DeCaria, seconded by Mr. Ingleby that

THE MINUTES OF THE REGULAR MEETING HELD JANUARY 27, 1999 BE APPROVED.

MOTION CARRIED.

4. Business Arising From the Minutes

Nil

5. Financial Summary (Preliminary) for the Year Ended December 31, 1998

The preliminary results for the year ended December 31, 1998 were received. The Manager of Business Services presented a review of the results, noting an underexpended municipal contribution in the amount of \$115,082 due mainly to successful promotions and co-promotions and event rentals which exceeded budget.

6. Private and Confidential

See above.

7. New Business

7.1 1999 Operating Budget

Management's February 16th report was received. Alderman Anderson reported that prior to City Council's request for a 10% decrease to HECFI's operating budget, management developed a proposed budget which represents a decrease of 6.6% (or \$150,000). The issue of whether the City will assume HECFI's 1999 severance costs is, as yet, unresolved. In the event that the City does pick up these costs, a further decrease in the operating budget of 10% is attainable. It was

MOVED by Alderman Charters, seconded by Alderman Kelly that

THE 1999 HECFI FINAL OPERATING BUDGET WHICH PROVIDES FOR A MUNICIPAL CONTRIBUTION OF \$2,126,350. (REPRESENTING A DECREASE OF \$150,000. OR 6.6% FROM THE 1998 OPERATING BUDGET) BE APPROVED; and

THAT SHOULD THE CITY OF HAMILTON AGREE TO FUND HECFI'S 1999 EMPLOYEE SEVERANCE PACKAGES, THE 1999 HECFI FINAL OPERATING BUDGET BE ADJUSTED TO REFLECT A MUNICIPAL CONTRIBUTION OF \$2,048,710. (REPRESENTING A DECREASE OF \$227,640. OR 10% FROM THE 1998 OPERATING BUDGET).

MOTION CARRIED.

Staff was commended for its efficiency in meeting the City's targets.

7.2 TicketMaster Canada

The CEO reported that he received correspondence from the Vice President and General Manager, Neil Halliday, of TicketMaster Canada, which stated that "...we have concluded that we are not in a position to be able to undertake the operation of your box offices at a cost which would be advantageous to you compared to your current costs of operation....."

8. Other Business

Nil

9. Date of Next Meeting

Wednesday, March 24, 1999

10. Adjournment

The meeting adjourned at 12:55 p.m.

TAKEN AS READ AND APPROVED

Alderman T. Anderson, Chair

Patricia Bennett, Secretary



DIRECTOR'S REPORT - OPERATIONS/EVENTS DELIVERY

The Director of Operations/Events Delivery presents herein, his report for the month of March, 1999.

Food and Beverage Section -

Event activity scheduled for the month of March at the Convention Centre includes a convention of the Ontario Physiotherapy Association; banquet functions for the Boy Scouts of Canada, the Girl Guides of Canada, the Rotary Club District 7090 and the Rotary Club of Ancaster; a luncheon function for the McMaster University Department of Family Medicine; meeting functions for KPMG Management Consultants, the Women's Canadian Club, Avestel Credit Union, Canada Life Assurance and the Diocese of Hamilton; receptions for HECFI Client Appreciation, the Canadian Association of Recording Arts and Sciences and the Hamilton Wentworth Regional Economic Development Department; the Hamilton Home and Garden Show; the Famous Brands Liquidation Sale; the Vision Quest Psychic Expo Show; and a Big Band Showdown concert.

Total revenue from food and beverage sales and space rentals is projected to meet budget targets established for the month of March.

Events Delivery Section -

At Copps Coliseum, events scheduled include six (6) Hamilton Bulldogs hockey games, a week of set up and rehearsals leading to the 1999 Juno Awards Show, concert activity featuring Rob Zombie and Korn, Shania Twain and Rod Stewart, eight (8) performances of Feld Entertainment's The Wizard of Oz on Ice and a basketball game featuring the Harlem Globetrotters.

At Hamilton Place, two (2) New Hamilton Orchestra Pops Series concerts are scheduled as well as concert performances of the Festival of Strings, 98 Degrees and the Canadian Orpheus Male Choir. The comic Steven Wright will bring his routine to the Great Hall stage and a dance production entitled Tango Buenos Aires is scheduled.

In the Studio Theatre, the Players' Guild of Hamilton will set up, rehearse and present six (6) performances of the production entitled "13 Hands".

Building Operations Section -

The Request for Proposals relating to the replacement of the centre ice scoreboard at Copps Coliseum has been issued and a closing date of April 6 established. A total of ten (10) sign companies attended the site meeting held March 11 which indicates considerable interest in this project.

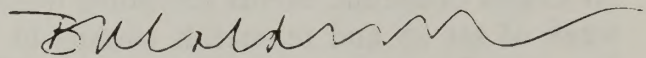
Work is nearing or has been completed on the following projects;

- replacement of exterior windows in the Piano Nobile of Hamilton Place
- construction of the barrier free ramp at the stage door entrance to Hamilton Place
- installation of power assisted door operators on patron washroom facilities at Copps Coliseum

Work has also commenced on the construction of the permanent beverage service area in the Webster Lounge at the Convention Centre with completion anticipated by month end.

Staff has yet to receive an analysis of the hours worked and cost associated with the transfer of electrician positions to HECFI. Other priorities within the Corporate Services Division i.e. budgets have delayed this provision of information.

Respectfully submitted,



BNC:mgm

B. N. Calder, P.Eng.,
Director of Operations/Events Delivery.

CAY ON HBL V89

A35

1999

HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.

REGULAR MEETING OF THE BOARD OF DIRECTORS

URBAN
MUNICIPAL

Wednesday, June 16, 1999

12:00 Noon

Hamilton Convention Centre, Room 314

URBAN MUNICIPAL

ORDER OF BUSINESS

JUL 2 1999

DECLARATION OF CONFLICT OF INTEREST

1. Opening Remarks

GOVERNMENT DOCUMENTS

ACTION ITEMS

- A. Bank Signing Authorities

Attachment A

INFORMATION ITEMS

2. Correspondence
3. Minutes of Regular Meeting Held May 12, 1999
 - 3.1 Errors or Omissions
 - 3.2 Motion for Approval

Attachment 2

Attachment 3

4. Business Arising from the Minutes

- 4.1 Hamilton Place: Garwood Jones Proposal

Board to View
Color/Material
Samples

5. Financial Summary for the Four Month
Period Ended April 30, 1999

Attachment 5

6. Private and Confidential

7. New Business

8. Other Business

9. Date of Next Meeting: At the Call of the Chair

10. Adjournment

OUTSTANDING BUSINESS

- (i) Results of Comprehensive Study : Parking Facilities Adjacent to HECFI Facilities

June 10, 1999
Patricia Bennett
Legislative Assistant

100-44-10000
100-44-10000
100-44-10000

100-44-10000

100-44-10000

100-44-10000



Hamilton
Entertainment
and Convention
Facilities Inc.

A

FOR ACTION

MEMO TO: HECFI BOARD OF DIRECTORS

FROM: Mr. G. Macaluso
Managing Director/C.E.O.

Mr. R. DiFilippo, C.A.
Manager of Business Services

DATE: 1 June 1999

SUBJECT: BANK SIGNING AUTHORITIES

RECOMMENDATION

THE SIGNING AUTHORITIES FOR CHEQUES ISSUED BY THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC. BE HEREBY AUTHORIZED AS REQUIRING SIGNATURE FROM TWO (2) OF THE FOLLOWING:

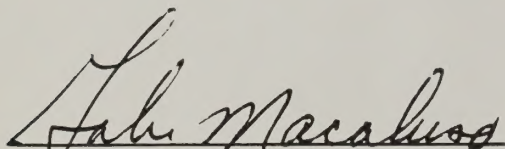
- (i) **Managing Director/Chief Executive Officer**
- (ii) **Manager of Business Services**
- (iii) **Business Services Accountant**
- (iv) **Entertainment Accountant**

OR ONE OF THE ABOVE, AND ONE OF THE FOLLOWING:

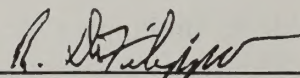
- (i) **Chairman of the Board of Directors**
- (ii) **Director of Operations/Events Delivery**
- (iii) **Programming Manager**
- (iv) **Hospitality Programming/Sales Manager**
- (v) **Events Manager**
- (vi) **Events Supervisor**
- (vii) **Entertainment Programmer**

BACKGROUND

The positions of Director of Finance and Administration and Arena Programmer have been eliminated. As a result of this and new position titles given to the Business Services department, amendments are suggested to the cheque signing authorities. The changes consist of the deletion of the two positions and changing the titles of three positions.



Mr. Gabe Macaluso
Managing Director/C.E.O.



Mr. Rick DiFilippo, C.A.
Manager of Business Services



APR 30 1999

2

The United Way

of BURLINGTON,
HAMILTON-WENTWORTH

177 Rebecca Street
Hamilton, Ontario L8R 1B9

(905) 527-4543

FAX: (905) 527-5152

WEBSITE:

<http://www.unitedway.interlynx.net>

April 23, 1999

Mr. Gabe Macaluso
Managing Director / CEO
Hamilton Entertainment and Convention Facilities Inc.
Hamilton Place
10 MacNab Street South
Hamilton, Ontario
L8P 4Y3

Dear Mr. Macaluso:

The third annual *Boneyard Breakfast and Skate with the Bulldogs* was another great success!

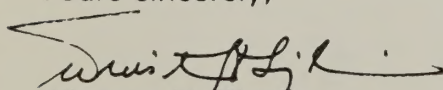
We would like to extend our sincere thanks to you and Copps Coliseum for your generous support of this event. In particular, we greatly appreciate the waiving of the rental fee for the Copps venue.

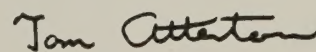
A fundraising event of this scope depends greatly on the support of organizations such as Copps Coliseum; indeed, without your support, it could not have happened at all.

It is good to note that through this combined community effort, close to \$3000 was raised to help meet priority needs in community health and social services across the region.

Once again, thank you very much. We are already looking towards next year's event with the hope of working with Copps Coliseum again.

Yours sincerely,


Winston H. Tinglin
Chief Executive Office



Tom Atterton
Chair, Board of Directors



In partnership with:



Human Resources
Development Canada

MAY 23 1999
225 KING WILLIAM ST., 5TH FLOOR
HAMILTON, ONTARIO L8R 1B1
TEL: (905) 528-6611
FAX: (905) 528-2181
TTY: (905) 528-3336
EMAIL: path2@worldchat.com

May 21, 1999

Mr. Gabe Macaluso
C.E.O. and Managing Director
HECFI
10 MacNab Street South
Hamilton, Ontario
L8P 4Y3

Dear Gabe:

On behalf of PATH Employment Services and Human Resources Development Canada, I would like to extend our appreciation to you for working with us to not only bring Christopher Reeve to Hamilton but to allow his presentation to be accessible to all persons within our community. We recognize that it would have been less complicated if we planned a fancy dinner, but money isn't everything, and you have supported this for the good of the community. It is very welcomed.

I can't say enough about your team of managers. Dave Kelly, Jullian Nicholson, John Elder, Debra Vivian and the list goes on. Each one of these people were cooperative and friendly and made it happen. A special thanks to Jullian, Dave and John. At times we felt we were asking ridiculous questions and calling too frequently but they always made us feel that every question was important and worthwhile.

PATH is already thinking about an event next year. There are many opportunities and I appreciate your commitment to work with us.

Sincere regards,

Aznive Mallett,
Executive Director

AM/sb

*Over 25 Years
Serving Our Community*



In partnership with:



Human Resources
Development Canada

MAY 26 1999

225 KING WILLIAM ST., 5TH FLOOR
HAMILTON, ONTARIO L8R 1B1
TEL: (905) 528-6611
FAX: (905) 528-2181
TTY: (905) 528-3336
EMAIL: path2@worldchat.com

May 21, 1999

The Board of Directors
HECFI
10 McNab Street South
Hamilton, Ontario
L8P 4Y3

Dear Board Members:

On behalf of PATH Employment Services, I would like to express our appreciation to you for agreeing to put on the Christopher Reeve event in the manner that it was on May 13, 1999.

Although it was not a big "money maker", it did generate inspiration and hope to the whole community. Persons with disabilities continue to call me and tell me how much they appreciated this event.

It is my hope and goal that your excellent team continue to improve access to persons with disabilities at Copps Coliseum and Hamilton Place. At the drop of a hat, we would welcome the opportunity to once again work with you on another event.

Sincere regards,

Aznive Mallett,
Executive Director

AM/sb

*Over 25 Years
Serving Our Community*

LETTER OF THE DAY

The inner strength came through

RE: 'Reeve raising millions for research' (May 14).

Last Friday morning, I awoke as usual. I threw back the covers and sat up. I visited the bathroom, prepared and ate breakfast, washed my dishes, showered, dressed and drove myself to work. It was a pretty normal start to the day. Yet that morning, there was something remarkable about the heightened awareness I felt at being able to perform these simple tasks independently.

The previous night I had been a volunteer at the Christopher Reeve evening at Copps Coliseum. After a 20-minute orientation, volunteers were armed with a floor-plan and instructed to proceed to the entrance to meet passengers from DARTS buses who had reserved wheelchair seating for the event.

The potential for chaos was great. There were approximately 400 people to seat at ground level, and 20 to 30 volunteers who were only slightly more familiar with the floor plan than the people they were to seat. However, due to superb organization, each wheelchair space and row had been numbered and marked out in duct tape. Everyone was seated well before the event began.

As Christopher Reeve began to talk, an instant hush descended upon the audience. No one wanted to miss a word of his message. Due to the severity of his injury, a ventilator assists his breathing, sometimes causing his voice to trail away at the end of a sentence. However the mikes were adjusted to deliver the best sound possible.

His voice may have lacked power, but Christopher Reeve's message and inner strength came through with clarity. We must realize that the disabled are people first, and more able than many people without disabilities. We must learn to overcome our prejudices. But the most important message for the people seated at ground level, was that there is real hope that the devastation caused by spinal cord injuries can be greatly reduced, and possibly eliminated if sufficient funds can be raised for research.

As I sat among the people who needed inspiration to continue their fight, their hope became tangible. It appeared as if the rest of the audience felt the same. As the night wound down, some volunteers who work in health care, recognized their former patients and families. It became a grand reunion filled with a sense of togetherness that lingered long after the last person had left.

I won't fool myself that I will awake every morning with the degree of awareness I felt last Friday. Life gets busy and I'll take those simple tasks for granted. But what is more important, I won't fool myself with, "It can't happen to me." After my experience on Thursday I know that anyone's life can be changed in a moment.

Many thanks to PATH Employment Services for making the evening possible and allowing me the privilege to have been a small part of this memorable event.

Barbara Johnstone, Hamilton.

**HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.**

REGULAR MEETING OF THE BOARD OF DIRECTORS

**Wednesday, May 12, 1999
2:00 p.m.
Copps Coliseum, Hamilton Room**

MINUTES

PRESENT:

Alderman T. Anderson, Chair
Alderman B. Charters, First Vice Chair
Mrs. M. Dow, Second Vice Chair
Alderman B. Kelly
Mrs. M. Dow
Ms. B. Campbell
Mr. R. Baboth
Mr. P. DeCaria
Mr. F. Deys
Mr. S. Monzavi
Mr. A. Skrypniak

ALSO PRESENT:

Mr. G. Macaluso
Mr. B. Calder
Mr. S. Farrauto
Ms. D. Vivian
Mr. R. DiFilippo
Mr. J. Elder

GUESTS:

Mr. R. Stewart, Neon Products
Mr. D. Sheehan, Neon Products
Mr. J. Mitchell, Hamilton Digital

REGRETS:

Mayor R. Morrow
Alderman R. Corsini
Mr. J. Nelson
Mr. B. Ingleby

1. Opening Remarks

Alderman Anderson called the meeting to order at 2:15 p.m. The Chairman acknowledged the continued busy level of activity in the facilities and congratulated staff. He noted that City Council did not resolve the hotdog vendor issue, suggesting that HECFI could consider the designation of a suitable location within the parameters of Copps Coliseum property lines.

At 2:20 p.m. a delegation from Neon Products and Hamilton Digital Designs Ltd. including Mr. Ron Stewart, Mr. Dave Sheehan and Mr. Jim Mitchell, were invited to make their presentation respecting a new scoreboard which includes LED video replay.

The meeting adjourned at 3:00 p.m. in order that Board Members could preview an LED screen on the ice level.

The meeting reconvened at 3:40 p.m. and the regular order of business was conducted.

A. Operations Committee Second Report

MOVED by Mr. Skrypniak, seconded by Alderman Charters that

THE OPERATIONS COMMITTEE FIRST REPORT BE APPROVED AND THE FOLLOWING RECOMMENDATIONS ENDORSED:

HCC: Provision of Audio/Visual Services: Acceptance of Proposal by Telav Audio Visual Services Inc.

THAT THE PROPOSAL SUBMITTED BY TELAV AUDIO VISUAL SERVICES INC., TORONTO FOR THE PROVISION OF AUDIO/VISUAL SERVICES AT THE HAMILTON CONVENTION CENTRE FOR THE THREE YEAR TERM COMMENCING 1999 MAY 1, BE ACCEPTED.

HCC: Provision of Convention and Trade Show Electrical Services: Acceptance of Proposal by Ainsworth Trade Show Electrical

THAT THE PROPOSAL SUBMITTED BY AINSWORTH TRADE SHOW ELECTRICAL, TORONTO FOR THE PROVISION OF CONVENTION AND TRADE SHOW ELECTRICAL SERVICES AT THE HAMILTON CONVENTION CENTRE AND COPPS COLISEUM FOR THE THREE YEAR TERM COMMENCING 1999 MAY 1, BE ACCEPTED.

MOTION CARRIED.

B. Audit Committee First Report

MOVED by Mr. Monzavi, seconded by Mrs. Dow that

THE AUDIT COMMITTEE FIRST REPORT BE APPROVED AND THE FOLLOWING RECOMMENDATION ENDORSED:

Draft 1998 Audited Financial Statements for the Hamilton Entertainment and Convention Facilities Inc.

THE DRAFT 1998 AUDITED FINANCIAL STATEMENTS FOR THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC. BE APPROVED.

MOTION CARRIED.

C. Finance and Administration Committee Third Report of 1999

MOVED by Mr. Monzavi, seconded by Mr. Baboth that

THE FINANCE AND ADMINISTRATION COMMITTEE THIRD REPORT OF 1999 BE APPROVED AND THE FOLLOWING RECOMMENDATION ENDORSED:

Non-Union Salary Adjustment

EFFECTIVE APRIL 1, 1999 THE HECFI NON-UNION SALARY GRID RESPECTING SALARY GRADES 25 TO 1 BE INCREASED BY 1.5% TO COINCIDE WITH THE RESOLUTION AS APPROVED BY CITY/REGIONAL COUNCIL AT ITS MEETING ON MARCH 16, 1999.

MOTION CARRIED.

D. 1999 Marketing Plan

MOVED by Mrs. Dow, seconded by Ms. Campbell that

THE MARKETING AND SALES COMMITTEE SECOND REPORT BE APPROVED AND THE FOLLOWING RECOMMENDATION ENDORSED:

1999 Marketing Plan

THAT THE 1999 MARKETING PLAN BE APPROVED.

MOTION CARRIED.

E. Business Travel, Seminar and Conference Attendance Policy

MOVED by Alderman Charters, seconded by Mr. Deys that

THE BUSINESS TRAVEL, SEMINAR AND CONFERENCE ATTENDANCE POLICY, AS ATTACHED, WHICH WAS ADOPTED IN NOVEMBER, 1998 BY THE CITY OF HAMILTON AND REGION OF HAMILTON-WENTWORTH BE APPROVED BY HECFI WITH THE FOLLOWING AMENDMENTS:

- (i) THE CITY/REGION ARE TO BE REPLACED WITH HECFI;
- (ii) THE COUNCIL IS TO BE REPLACED WITH HECFI BOARD;
- (iii) THE CITY MANAGER IS TO BE REPLACED WITH THE MANAGING DIRECTOR/CEO;
- (iv) DEPARTMENT HEADS ARE TO BE REPLACED WITH HECFI SENIOR MANAGERS;
- (v) THAT THE CHAIRMAN OF THE BOARD AND MEMBERS OF THE N.H.L. SUB-COMMITTEE BE AUTHORIZED TO TRAVEL AND ATTEND ANY BUSINESS OPPORTUNITY DIRECTLY RELATED TO THE PURSUIT OF A NATIONAL HOCKEY LEAGUE FRANCHISE; and

THAT THE PER DIEM RATE FOR TRAVEL BE SET AT \$71.00 PER DAY (CURRENTLY THE RATE IS \$70.80) FOR OVERNIGHT TRAVEL; and

THAT STAFF BE REQUIRED TO SUBMIT REPORTS TO THE APPROPRIATE STANDING COMMITTEE OF THE BOARD FOLLOWING ATTENDANCE AT CONFERENCES AND CONVENTIONS ON BEHALF OF THE CORPORATION.

MOTION CARRIED.

F. Community Dinner: Hamilton Status of Women/Women of the Year Awards, May 19, 1999, Hamilton Convention Centre

MOVED by Mr. Skrypniak, seconded by Mr. Baboth that

THE BOARD OF DIRECTORS PURCHASE A TABLE OF TEN AT A COST NOT TO EXCEED \$374.50. TO THE ANNUAL WOMEN OF THE YEAR AWARDS TO BE HELD AT THE HAMILTON CONVENTION CENTRE MAY 19, 1999.

MOTION CARRIED.

The Board directed that for all future community dinners attended by HECFI, tickets not being taken by Board Members be used for marketing purposes.

G. Community Dinner: Tribute to Bernie Faloney, June 7, 1999, Canadian Warplane Heritage Museum

MOVED by Alderman Charters, seconded by Mr. DeCaria that

THE BOARD OF DIRECTORS PURCHASE TWO TICKETS AT A COST OF \$100. TO THE TRIBUTE TO BERNIE FALONEY HELD AT THE CANADIAN WARPLANE HERITAGE MUSEUM, MONDAY, JUNE 7, 1999.

MOTION CARRIED.

2. Correspondence

MOVED by Ms. Campbell, seconded by Mrs. Dow that

CORRESPONDENCE BE RECEIVED FROM THE CANADIAN ACADEMY OF RECORDING ARTS AND SCIENCES AND PRESTIGE BRIDAL SHOWS INC. EXPRESSING APPRECIATION TO HECFI STAFF.

MOTION CARRIED.

3. Minutes of Regular Meeting Held March 25, 1999

MOVED by Mrs. Dow, seconded by Mr. Deys that

THE MINUTES OF THE REGULAR MEETING HELD MARCH 25, 1999 BE APPROVED.

MOTION CARRIED.

4. Business Arising From the Minutes

Nil

5. Financial Summary for the Three Month Period Ended March 31, 1999

MOVED by Mr. Monzavi, seconded by Mr. Skrypniak that

THE FINANCIAL SUMMARY FOR THE FIRST QUARTER ENDED MARCH 31, 1999 BE RECEIVED.

MOTION CARRIED.

The Manager of Business Services reviewed the first quarter results which report HECFI's under-expended municipal contribution at \$143,603. as at March 31, 1999. This represented an increase of \$100,928. in the under-expended amount since February 28, 1999 due primarily to higher than anticipated revenue being generated at the Convention Centre and at Copps Coliseum.

6. Private and Confidential

MOVED by Alderman Charters, seconded by Mr. Deys that

THE MEETING MOVE INTO AN IN-CAMERA SESSION AT 4:00 P.M.

MOTION CARRIED.

MOVED by Mrs. Dow, seconded by Mr. Monzavi that

THE MEETING ADJOURN THE IN-CAMERA SESSION AT 4:08 P.M.

MOTION CARRIED.

The following resolution was carried at the conclusion of the In-Camera Session:

Purchase of Scoreclock : Copps Coliseum

MOVED by Mr. Skrypniak, seconded by Mr. Baboth that

THE REPLACEMENT OF THE CENTRE ICE SCOREBOARD AT COPPS COLISEUM INCORPORATING FOUR (4) FULL COLOUR LED VIDEO SCREENS BY NEON PRODUCTS BE APPROVED SUBJECT TO THE DETERMINATION OF THE CLARITY AND SIZE OF THE VIDEO BOARDS.

MOTION CARRIED.

The Board agreed that a delegation consisting of the Chairman of the Board or his delegate, the Chairman of the Operations Committee, and the Director of Operations/Events Delivery be authorized to travel to destinations in North America for the purpose of previewing video replay boards which utilize pixel spacing of 15 mm and 16 mm. One such facility is the Air Canada Centre in Toronto where the pixel spacing on its video screens is 15 mm. A special meeting of the Board will be called once the delegation has had the opportunity to preview both examples.

7. New Business

Nil

8. Other Business

8.1 Programming : Ivor Wynn Stadium

The CEO advised that while HECFI management would welcome the opportunity to include the programming of Ivor Wynn Stadium within its scheduling, no proposals will be brought forward until such time as the Board of Directors mandates this change.

9. Date of Next Meeting

Wednesday, June 16, 1999, 12:00 Noon
Room 314, Hamilton Convention Centre

10. Adjournment

The meeting adjourned at 4:11 p.m.

TAKEN AS READ AND APPROVED

Alderman T. Anderson, Chairman

Patricia Bennett, Secretary



Hamilton
Entertainment
and Convention
Facilities Inc.

Financial Summary For The Four Month Period Ended April 30, 1999

**Actual Results
For The Four Month
Period Ended
April 30, 1998**

		(1) <u>Budget</u>	(2) <u>Actual</u>	(3) Favourable <Unfavourable> <u>Budget Variance</u>
\$2,536,757	Revenue	\$3,263,896	\$3,269,290	\$ 5,394
<u>3,216,019</u>	Expenses	<u>3,662,641</u>	<u>3,497,932</u>	<u>164,709</u>
	Excess of Expenses			
<u>\$ 679,262</u>	Over Revenue From Operations	<u>\$ 398,745</u>	<u>\$ 228,642</u>	<u>\$ 170,103</u>

Comments:

HECFI's municipal contribution was under-expended by \$170,103 (see row 3, column 3 above) for the four month period ended April 30, 1999. This represents an increase of \$26,500 in the under-expended amount that was reported to you last month for the quarter ended March 31, 1999.

The favourable results for the month arose mainly due to higher than anticipated revenue being generated at the Hamilton Convention Centre as a result of high activity levels.

The favourable results for the four month period arose primarily from higher than anticipated revenue being generated at the Hamilton Convention Centre and from successful concert bookings at Copps Coliseum.

Please note that it is the policy of the City of Hamilton not to charge its Departments, related Boards and Commissions with their utility and related overhead charges. Accordingly, these financial results do not reflect these costs.

Mr. Rick DiFilippo, C.A.
Manager of Business Services

19 May 1999

Copps
Coliseum

STATUS REPORT ON HECFI REVENUE **FOR THE FOUR MONTH PERIOD ENDED APRIL 30, 1999**

	<u>Hamilton Convention Centre</u>		<u>Hamilton Place</u>		<u>Copps Coliseum</u>		<u>Corporate *</u>		<u>TOTAL HECFI</u>
	<u>Current Month</u>	<u>Year to Date</u>	<u>Current Month</u>	<u>Year to Date</u>	<u>Current Month</u>	<u>Year to Date</u>	<u>Current Month</u>	<u>Year to Date</u>	
1999 Actual	385,183	956,775	160,555	431,507	165,378	1,671,378	22,601	209,630	733,717 3,269,290
1999 Budget **	276,946	847,838	167,071	478,616	292,453	1,737,107	36,645	200,335	773,115 3,263,896
Favorable/ (Unfavorable) Variance	108,237	108,937	(6,516)	(47,109)	(127,075)	(65,729)	(14,044)	9,295	(39,398) 5,394

COMPARISON TO PRIOR YEAR'S ACTUALS

	<u>Hamilton Convention Centre</u>		<u>Hamilton Place</u>		<u>Copps Coliseum</u>		<u>Corporate *</u>		<u>TOTAL HECFI</u>
	<u>Current Month</u>	<u>Year to Date</u>	<u>Current Month</u>	<u>Year to Date</u>	<u>Current Month</u>	<u>Year to Date</u>	<u>Current Month</u>	<u>Year to Date</u>	
1999 Actual	385,183	956,775	160,555	431,507	165,378	1,671,378	22,601	209,630	733,717 3,269,290
1998 Actual	332,811	896,444	89,231	307,325	103,481	1,175,210	17,152	157,778	542,675 2,536,757
Favorable/ (Unfavorable) Variance	52,372	60,331	71,324	124,182	61,897	496,168	5,449	51,852	191,042 732,533

* Corporate revenue includes revenue common to two or all three facilities, such as interest revenue, gift certificates, box office revenue, etc.

** The monthly and year to date revenue budgets represent targets established by the Marketing and Sales Department.

**THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.
CONSOLIDATED STATEMENT OF REVENUE AND EXPENSES**

	(1) Annual 1999 Budget	(2) Budgeted Operating Results For The Four Month Period Ended April 1999	(3) Actual Operating Results For The Four Month Period Ended April 1999	(4) Favourable/ (Unfavourable) Budget Variance Amount	(5) %	(6) Actual Operating Results For The Four Month Period Ended April 1998
REVENUE						
RENTAL, LICENCE FEES AND SHOW REVENUE	\$1,423,270	\$603,380	\$699,284	\$95,904	15.9%	\$463,940
OTHER RENTALS	455,890	186,523	176,502	(10,021)	-5.4%	170,643
FOOD, BEVERAGE AND CONCESSIONS	2,389,550	847,002	883,993	36,991	4.4%	872,547
RECOVERIES	2,982,940	1,311,969	1,190,174	(121,795)	-9.3%	798,082
BOX OFFICE	390,290	198,835	208,050	7,215	3.6%	157,761
OTHER	345,490	116,187	113,287	(2,900)	-2.5%	73,784
TOTAL REVENUE	\$7,987,430	\$3,263,896	\$3,269,290	\$5,394	0.2%	\$2,536,757
EXPENSES BY DEPARTMENT / SECTION						
OPERATIONS-ADMINISTRATION	\$271,070	\$86,350	\$84,515	\$1,835	2.1%	\$90,229
FOOD AND BEVERAGE	1,888,330	624,438	641,917	(17,481)	-2.8%	624,189
EVENTS DELIVERY	2,816,840	1,140,976	1,162,279	(21,303)	-1.9%	845,540
BUILDING OPERATIONS	1,696,710	575,024	557,004	18,020	3.1%	541,787
MARKETING AND PROMOTION	1,971,450	749,650	599,473	150,177	20.0%	571,539
ADMINISTRATION-CEO/BOARD	506,260	166,178	163,011	3,167	1.9%	168,056
PROFESSIONAL FEES	34,040	6,668	0	6,668	100.0%	6,782
BUSINESS SERVICES	405,230	140,992	134,143	6,849	4.9%	202,911
BOX OFFICE	353,850	141,583	124,806	16,777	11.8%	134,202
INSURANCE	92,360	30,784	30,784	0	0.0%	30,784
TOTAL EXPENSES	\$10,036,140	\$3,662,641	\$3,497,932	\$164,709	4.5%	\$3,216,019
EXCESS OF EXPENSE OVER REVENUE FROM OPERATIONS	\$2,048,710	\$398,745	\$228,642	\$170,103	42.7%	\$679,262
CONTRIBUTION FROM THE CITY	\$2,048,710	\$398,745	\$398,745	\$0	0.0%	\$591,481
UNDER (OVER) EXPENDED	\$0	\$0	\$170,103	\$170,103	0.0%	(\$87,781)
MUNICIPAL CONTRIBUTION	\$0	\$0	\$170,103	\$170,103	0.0%	(\$87,781)

NOTE: It is the policy of the City of Hamilton not to charge its Departments, related Boards and Commissions with their utility and related overhead charges. Accordingly, these financial results do not reflect these costs.

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1999

HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.

REGULAR MEETING OF THE BOARD OF DIRECTORS

Wednesday, August 25, 1999

12:00 Noon

Hamilton Place Board Room

ORDER OF BUSINESS

DECLARATION OF CONFLICT OF INTEREST

1. Opening Remarks

ACTION ITEMS

- A. HP: Acceptance of Tender : Supply and
Installation of Carpet and Wallcovering
B. HP: Acceptance of Tender: Refurbishment of Great Hall Seating
C. Community Dinner: Canadian Football Hall of Fame
Induction Dinner, October 15, 1999, HCC

Circulated at Meeting

Circulated at Meeting

Attachment C

INFORMATION ITEMS

2. Correspondence
3. Minutes of Regular Meeting Held July 6, 1999
3.1 Errors or Omissions
3.2 Motion for Approval
4. Business Arising from the Minutes
5. Reports
5.1 Financial Summary for the Seven Month Period
Ended July 31, 1999
5.2 Confirmed Events/Performances August to October 1999
6. Private and Confidential
7. New Business
8. Other Business
9. Date of Next Meeting: Wednesday, September 29, 1999
10. Adjournment

Attachment 2

Attachment 3

Circulated at Meeting

Attachment 5.2

OUTSTANDING BUSINESS

- (i) Results of Comprehensive Study : Parking Facilities Adjacent to HECFI Facilities
-

August 18, 1999
Patricia Bennett
Legislative Assistant

C

MEMO TO: **H.E.C.F.I. BOARD OF DIRECTORS**

FROM: Mr. Gabe Macaluso
Managing Director/CEO

DATE: August 19, 1999

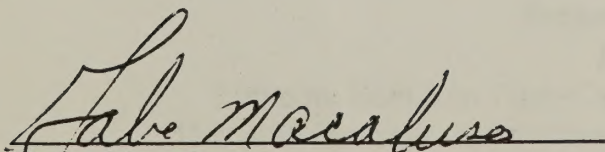
SUBJECT: **COMMUNITY DINNER :**
Canadian Football Hall of Fame Induction
Friday, October 15, 1999, HCC

RECOMMENDATION:

THAT THE H.E.C.F.I. BOARD OF DIRECTORS PURCHASE A TABLE OF TEN TO THE CANADIAN FOOTBALL HALL OF FAME INDUCTION DINNER, FRIDAY, OCTOBER 15TH AT THE CONVENTION CENTRE AT A COST NOT TO EXCEED \$700.

BACKGROUND:

- ◆ Historically, the H.E.C.F.I. Board of Directors has shown its support of this prestigious community event which is held at the Convention Centre.
- ◆ Funds have been allocated in the operating budget for the Board's attendance.


Gabe Macaluso
Managing Director/CEO

CANADIAN FOOTBALL HALL OF FAME & MUSEUM

58 JACKSON STREET WEST, HAMILTON

ONTARIO L8P 1L4 PHONE (905) 528-7566
FAX (905) 528-9781



AUG - 3 1999

July 28, 1999

Mr. Gabe Macaluso
H.E.C.F.I.
101 York Boulevard
Hamilton, Ontario
L8R 3K1

Gabe

Dear Mr. Macaluso:

We invite you to participate in the last Induction Weekend for this millennium. The Canadian Football Hall of Fame's 27th Annual Induction Weekend will be held in Hamilton, Ontario from October 14th-16th, 1999. Throughout the past 27 years, Induction Weekend has become a national event bringing together honoured members of the Football Hall of Fame, former football greats, and football fans alike. Our weekend encourages members of the public to join in the scheduled events such as the 4th Annual Legends on the Links Celebrity Golf Tournament, the Inductee Bust Unveiling, the Formal Induction Dinner and the Hall of Fame Football Game.

This year we are pleased to be inducting three football greats who will be recognized for their outstanding achievements. The 1999 inductees are:

Donald Barker (Builder) - CFL Official
Dickie Harris (Player) - Montreal Alouettes
Condredge Holloway (Player) - Toronto Argonauts, Ottawa Rough Riders, & BC Lions

A detailed schedule of events and the registration information for the Induction Dinner and the Celebrity Golf Tournament are enclosed for your completion. Our host hotel for 1999 is the Royal Connaught Howard Johnson Plaza Hotel. You can make your reservations directly with the hotel by calling (905) 546-8111. Please tell them you are with the Canadian Football Hall of Fame Induction Weekend to ensure the special rate of \$89.00/night plus applicable taxes.

If you have any questions pertaining to the Inductees or the scheduled events, please contact Janice Smith, Managing Director at (905) 528-7566. We look forward to seeing you for Induction Weekend XXVII.

Sincerely,

Reg

Reg Wheeler
Chairman, Induction Committee



1999 INDUCTION WEEKEND SCHEDULE OF EVENTS

***HONOURING THE 1999 INDUCTEES
DONALD BARKER, DICKIE HARRIS, CONDREDGE HOLLOWAY***

Thursday, October 14th, 1999

4th Annual Legends on the Links Celebrity Golf Tournament

King's Forest Golf Course, 100 Greenhill Road, Hamilton, Ontario

9:00 a.m. - Breakfast and Registration

10:30 a.m. - Shotgun Start, Scramble Format

Cost: \$200.00 per person - \$65.00 tax receipt

(includes: golf cart, green fee, breakfast, lunch, dinner, raffle tickets,
mulligans, 2 beer tickets, and 1st&2nd prize winning packages)

Honourary Chairman: Norm Marshall

Master of Ceremonies: Bob Dawson

Friday, October 15th, 1999

Special Event Day at the Canadian Football Hall of Fame & Museum

58 Jackson Street West

Hours: 12:00 noon - 4:30 p.m.

12:30 p.m. - Inductee Bust Unveiling

1:15 - 2:15 p.m. - Autograph session with inductees
and "Where Are They Now" special guests

Induction Dinner

Hamilton Convention Centre

6:00 p.m. - Cocktails - Chedoke Room C

7:30 p.m. - Dinner - Chedoke Rooms A&B

Master of Ceremonies - TBA

Cost: \$75.00/ticket (\$35.00 tax receipt)

\$700.00/table of ten (\$300.00 tax receipt)

Saturday, October 16th, 1999

Hall of Fame Game

3:00 p.m. Hamilton Tiger-Cats vs. Toronto Argonauts - Ivor Wynne Stadium
The 1999 Inductees and "Where Are They Now" special guests will be introduced
during the Half-time show

Tickets available by calling (905) 547-CATS

For further information please contact:
Canadian Football Hall of Fame & Museum
Tel: (905) 528-7566
Fax: (905) 528-9781

July 14/99

2

Thank you Gabe for having
the foresight & 10 years of
determination to try to get
Pavorotti to Hamilton. The

came to Hamilton, received
his one & only doctorate, had
a cold, said he would come,
back, but didn't. It's
Pavorotti that is at a loss
for not having met & been
greeted by the people at
Copp's Coliseum.

We all felt sorry for the people
behind the scenes to make things
ready for Pavorotti, you included.
I'm looking forward to the Passion
Play during Holy Week, Yh. 2000.

Dear Gabe:

An artfully woven friendship
is ours to enjoy.

Thinking of you today with love.

From a friend to a
friend

Love & Thank you

Sister Martina



1999

Office of the Mayor

Town of Oakville

P.O. Box 310, 1225 Trafalgar Road

Oakville, Ontario L6J 5A6

Tel. 905-338-4173 Fax. 905-815-2001

E-mail: amulvale@town.oakville.on.ca

July 14, 1999.

Mr. Gabe Macaluso,
Managing Director/CEO,
Hamilton Entertainment and Convention
Facilities, Inc.,
10 MacNab Street South,
Hamilton, Ontario. L8P 4Y3.

Dear Gabe:

You must be heart broken! What a disappointment! I refer, of course, to Pavarotti's inability to perform for the second time.

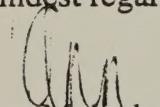
Please understand that this does not reflect on you. You did an absolute super job in following with great tenacity your quest to bring the Maestro to Hamilton.

The ticket sales clearly indicate your vision was correct. It is very, very sad that your efforts were not rewarded with the performance that would have been clearly memorable.

I appreciate all the courtesy that you and your staff extended to me. It was a pleasure to share your dream and the downside of that is that I share your disappointment.

Please don't let it ruin your summer. With or without Pavarotti, life is good and does continue.

Kindest regards,


Ann Mulvale,
MAYOR,
TOWN OF OAKVILLE.

AM/ds

Mr. S. Monzavi
Hamilton Performing Arts
Foundation
10 MacNab Street South
Hamilton, ON L8P 4Y3

16.07.1999

Dear Mr. S. Monzavi,

I would like to express my sincere thanks for your generosity in contributing to the OSOTF endowment fund. It is an honour to be a recipient of the Hamilton Performing Arts Foundation OSOTF award.

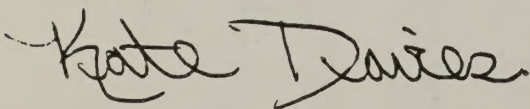
I am entering my third and final year of the Applied Music program here at Mohawk College and have made the Dean's Honour List in both my previous years. My principal instrument is the flute and I also play the piano. My career goal is to become a secondary school music teacher.

Thank you very much for contributing to my education, Mohawk College, and performing arts in Hamilton.

(I will send you an invitation for my final solo recital in April)

I would be more than happy to volunteer my time at any Hamilton Performing Arts functions if you need any assistance. Please contact me if there is anything I can help with.

Can't thank you enough,

A handwritten signature in cursive script that reads "Kate Davies". The signature is written in dark ink and is positioned above the printed name.

Kate Davies

**HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.**

REGULAR MEETING OF THE BOARD OF DIRECTORS

**Tuesday, July 6, 1999
12:00 Noon
Hamilton Convention Centre, Room 314**

MINUTES

PRESENT: Alderman T. Anderson, Chairman
Alderman B. Charters, First Vice Chairman
Mrs. M. Dow, Second Vice Chairman
Alderman R. Corsini
Alderman B. Kelly
Ms. B Campbell
Mr. P. DeCaria
Mr. R. Baboth
Mr. A. Skrypniak
Mr. F. Deys
Mr. J. Nelson

ALSO PRESENT: Mr. G. Macaluso
Mr. B. Calder
Mr. R. DiFilippo
Ms. D. Vivian
Mr. R. Rakoczy

GUEST: Mr. C. Caplan, Hamilton Bulldogs

REGRETS: Mayor R. Morrow
Mr. W. Ingleby
Mr. S. Monzavi

1. Opening Remarks

The Chairman called the meeting to order at 12:10 p.m. and thanked Board Members for agreeing to meet on short notice. Alderman Anderson summarized events.....Pavarotti will perform at Copps Coliseum Sunday, July 11th to a sold-out facility. Mr. Pavarotti and Nicoletta will arrive in Hamilton Friday, July 9th; Mr. Rudas on Sunday. Britney Spears appears at Copps Coliseum July 13th – again to a sold-out facility. It is expected that the summer will be fairly quiet. Alderman Anderson introduced Cary Caplan of the Hamilton Bulldogs who is attending the meeting presenting the Dogs' request to serve beer in the stands.

2. Correspondence

Nil

3. Minutes of Regular Meeting Held June 16, 1999

MOVED by Alderman Kelly, seconded by Mr. Deys that

THE MINUTES OF THE REGULAR MEETING HELD JUNE 16, 1999 BE APPROVED.

MOTION CARRIED.

4. Business Arising from the Minutes

4.1 Copps Coliseum : Beer in the Stands : Hamilton Bulldogs

Management's June 25th report was received. The Director of Operations/Events Delivery reiterated that if the Bulldogs' request is approved, operationally allowing the consumption of beer in sections 120 and 124 could be facilitated efficiently. Both sections are located immediately adjacent to the licenced beer gardens. The addition of two (2) security staff dedicated to these two sections would ensure that activity is monitored sufficiently.

Mr. Caplan confirmed that the Hamilton Bulldogs organization is sensitive to the fact that the team attracts a substantial number of families and that the organization is opposed to anything that may negatively impact the "family experience". Hence, the proposal to allow the consumption of beer in two sections only – on a trial basis. Mr. Caplan pointed out that of the nineteen teams in the American Hockey League, the Hamilton Bulldogs is the only team and Copps Coliseum the only facility, which does not permit beer consumption in the seats.

Should the request be granted, the Bulldogs organization will inform its season ticket holders who will have first option on the sections after which the sections will be offered for sale to the general public. All proponents of the food and beverage concessions RFP stated that this change would have no impact on the commission structure. It was specifically stated that irrespective of any problems which may be encountered, the HECFI Board or the Bulldogs organization do not want the area expanded to include additional seating sections. Consensus was that if approved and executed, reversing the decision (due to difficulties which may arise) before a reasonable trial period has transpired could be controversial. It was

MOVED by Mr. Skrypniak, seconded by Mr. Nelson that

APPROVAL BE GIVEN TO THE REQUEST PUT FORWARD BY THE HAMILTON BULLDOGS HOCKEY CLUB TO ALLOW THE CONSUMPTION OF ALCOHOLIC BEVERAGES IN THE SEATING AREA OF SECTIONS 120 AND 124 OF COPPS COLISEUM, SUBJECT TO CITY COUNCIL APPROVAL OF AN APPLICATION TO THE ALCOHOL AND GAMING COMMISSION OF ONTARIO FOR A LIQUOR LICENCE FOR STADIUM FACILITIES.

MOTION CARRIED.

5. Private and Confidential

MOVED by Ms. Campbell, seconded by Mr. DeCaria that

THE MEETING MOVE INTO AN IN-CAMERA SESSION AT 12:45 P.M.

MOTION CARRIED.

MOVED by Alderman Corsini, seconded by Alderman Charters that

THE IN-CAMERA SESSION BE ADJOURNED AT 1:10 P.M.

MOTION CARRIED.

The following resolutions were carried directly following the In-Camera Session:

Memorandum of Agreement Between HECFI and IATSE Local 129

MOVED by Mr. Deys, seconded by Mrs. Dow that

THE MEMORANDUM OF AGREEMENT BETWEEN THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC. (HECFI) AND THE INTERNATIONAL ALLIANCE OF THEATRICAL STAGE EMPLOYEES AND MOVING PICTURE TECHNICIANS, ARTISTS AND ALLIED CRAFTS OF THE UNITED STATES AND CANADA (IATSE) , LOCAL NO. 129, HAMILTON, ONTARIO, CANADA FOR THE TERM JULY 1, 1999 TO JUNE 30, 2001 BE APPROVED SUBJECT TO ACCEPTANCE BY THE MEMBERSHIP OF LOCAL 129.

MOTION CARRIED.

Food and Beverage Concession Operation : Copps Coliseum

MOVED by Mr. Skrypniak, seconded by Mrs Dow that

SODEXHO MARRIOTT SERVICES CANADA LTD. BE AWARDED THE CONTRACT AS THE FOOD AND BEVERAGE CONCESSIONAIRE AT COPPS COLISEUM FOR A FIVE (5) YEAR TERM COMMENCING AUGUST 1, 1999 AND TERMINATING JULY 31, 2004; and

THAT QUALITY STANDARDS AND PERFORMANCE MEASUREMENT PRACTICES BE DEVELOPED IN CONSULTATION WITH HECFI MANAGEMENT; and

THAT AN ANNUAL, YEAR-END REPORT BE PRESENTED TO THE BOARD OF DIRECTORS.

MOTION CARRIED.

It was agreed that the Manager of Public Relations and Promotions will be requested to develop a questionnaire pertaining to the quality of the food and beverage, customer service, etc. which can be circulated to patrons of Copps Coliseum.

6. New Business

6.1 City of Hamilton : Region of Abruzzo, Italy

MOVED by Mr. Nelson, seconded by Ms. Campbell that

THE CHAIRMAN OF THE BOARD OR HIS DESIGNATE BE AUTHORIZED TO TRAVEL TO ITALY FOR THE PURPOSE OF CREATING AN EVENT IN CONJUNCTION WITH THE TWIN CITIES OF ABRUZZO REGION IN CELEBRATION OF THE MILLENNIUM.

MOTION CARRIED.

7. Other Business

Nil

8. Date of Next Meeting

At the Call of the Chair

9. Adjournment

The meeting adjourned at 1:20 p.m.

TAKEN AS READ AND APPROVED

Alderman T. Anderson, Chair

Patricia Bennett, Secretary



5.2
Hamilton
Entertainment
and Convention
Facilities Inc.

REPORT TO : **MARKETING & SALES COMMITTEE**

FROM : Mr. Gabe Macaluso
Managing Director/CEO

COPIES TO : Mr. John Elder
Manager of Programming

: Mr. Rich Rakoczy
Entertainment Programmer

: Ms. Diana Bordonaro
Programming Secretary/Group Sales

DATE : 1999 August 19

RE : **CONFIRMED EVENTS/PERFORMANCES**
AUGUST TO OCTOBER 1999

The attached chart details the status of confirmed events/performances at Hamilton Place, Copps Coliseum, and Hamilton Convention Centre for August to October 1999.

Respectfully submitted:

Gabe Macaluso
Managing Director/CEO

Copps
Coliseum

Confirmed Events/Performances

Events other than rentals are marked * (P) ** (CP)

Aug 1999	HAMILTON PLACE Great Hall	HAMILTON PLACE Studio Theatre	H.C.C. Concerts	COPPS COLISEUM
				Power Play Season II Shoot Day
				Michael Diamonds 11 am - 1 am
.0				
1			Brott Musical Fireworks 8 pm	
2				
3				
4				
5				
6		The Nutcracker - Camp		
7		The Nutcracker - Camp		Power Play Season II Shoot Day
8		The Nutcracker - Camp		Hamilton Kilty B's Exh Game
9		The Nutcracker - Camp		Hamilton Kilty B's Exh Game
.0		The Nutcracker - Camp		
11	Boris Brott Carmina Burana 8 pm (P)			Catholic Charismatics 8 am-10 pm
22	Assoc Chief Police Convention 7 pm	Assoc. Chief Police Conv		Catholic Charismatics 8 am - 1 pm
23		The Nutcracker - Camp		Power Play Season II Shoot Day
24		The Nutcracker - Camp		Power Play Season II Shoot Day
5		The Nutcracker - Camp		
6	The Moffats 7 pm (CP)	The Nutcracker - Camp		
7		The Nutcracker - Camp		
8				
9				
.0				
11				

Events other than rentals are marked * (P) ** (CP)

Sept 1999	HAMILTON PLACE Great Hall	HAMILTON PLACE Studio Theatre	H.C.C. Concerts	COPPS COLISEUM
0				
1	Crash Test Dummies	It's A Mystery To Me 8 pm	Big Bands 8 pm	Latter Day Saints
2	Help A Child Smile 12 pm/3 pm (P)	Sports Distributors 3 pm		Latter Day Saints
3		NHO Auditions 10 am		
4		NHO Auditions 10 am		
5		Dark		
6	Stompin Tom Connors 8 pm (CP)	NHO Rehearsal 2 pm		Power Play Season II Shoot Day
7		NHO Reh 10 am/2 pm		
8	NHO Power & The Passion 8 pm	It's A Mystery To Me 2pm/8 pm		
9		Players Guild move in		
0		Players Guild set up		
21		Players Guild set up		
22		Players Guild set up		
23		Dial M For Murder 8 pm		
24		Dial M For Murder 8 pm		Ontario Finals Rodeo 7:30 pm
5	Alice Cooper 8 pm (CP)	Dial M For Murder 8 pm		Ontario Finals Rodeo 1:30 pm/ Joe Diffy Concert 8 pm (P)
6		Players Guild dark		Ontario Finals Rodeo 1:30 pm
7		Players Guild dark		Toronto vs Buffalo 7:30 pm
8		Players Guild dark		
9	Famous People Players 8 pm	Players Guild dark		Power Play Season II Shoot Day
0	CHML Xmas Tree of Hope Recording	Dial M For Murder 8 pm		

Confirmed Events/Performances

Events other than rentals are marked * (P) ** (CP)

October 1999	HAMILTON PLACE Great Hall	HAMILTON PLACE Studio Theatre	H.C.C. Concerts	COPPS COLISEUM
1		Dial M For Murder 8 pm		
2		Dial M For Murder 2 pm and 8 pm		Michael Diamonds 11 am -1 am
3				
4				
5		NHO Reh 2 pm		
6		NHO Reh 10 am / 2 pm		
7	NHO Great Romantics 8 pm	New Faces Set Up		Power Play Shoot Day Season II
8		Nasty Habits 8 pm (CP)		Hamilton Bulldogs
9	Opera Set Up	Opera Rehearsals 10 am and 2 pm/Nasty Habits 8 pm (CP)		
10	Opera Set Up			
11	Opera Rehearsals			
12	Opera Rehearsals			
13	Opera Rehearsals			
14	La Traviata Dress Reh 7:30 pm			Power Play Shoot Day Season II
15	Opera Dark			Hamilton Bulldogs
16	La Traviata 8 pm	Opera Hamilton		Mission Ontario Conference Concert Feature: "Delirius"
17	Opera - Free Day			Hamilton Bulldogs
18	Opera - Free Day			
19	Opera - Free Day Lobby - Job Fair 9 am - 5 pm			
20	Opera - Open			
21	La Traviata 8 pm			The Rankins
22	Opera Dark		Big Bands 8 pm	Hamilton Bulldogs
23	La Traviata 8 pm	Celebrity House Fundraiser 8 pm		
24	OAHS Geritol Follies 7 pm			Hamilton Bulldogs
25	Weird Al Yankovic 7:30 pm (CP)			
26	Don Cossacks of Rostov 8 pm (CP)			
27				
28				Power Play Shoot Day Season II
29		Robert Michaels		
30				British Rock Symphony 7 pm (P)
31				

HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

MEMORANDUM

TO: Mr. G. Macaluso
Managing Director/CEO

FROM: Mr. S. Farrauto
Hospitality Programming & Sales Manager

DATE: 1999 August 19

SUBJECT: CONFIRMED BOOKINGS AT HAMILTON CONVENTION CENTRE
JULY, AUGUST & SEPTEMBER, 1999

MONTH OF JULY, 1999

<u>TYPE OF EVENT</u>	<u>TOTAL # OF EVENTS</u>	<u>TOTAL ESTIMATED ATTENDANCE</u>
BANQUETS	6	945
MEETINGS	30	831
CONVENTIONS	0	0
TRADE & CONSUMER SHOWS	0	0
OTHER	2	5,800
TOTAL	38	7,576

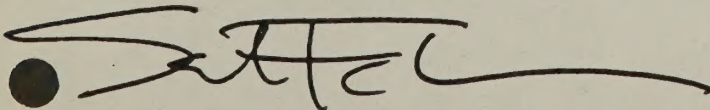
MONTH OF AUGUST, 1999

<u>TYPE OF EVENT</u>	<u>TOTAL # OF EVENTS</u>	<u>TOTAL ESTIMATED ATTENDANCE</u>
BANQUETS	6	820
MEETINGS	11	330
CONVENTIONS	2	3,400
TRADE & CONSUMER SHOWS	1	600
OTHER	5	1,310
TOTAL	26	6,460

MONTH OF SEPTEMBER, 1999

<u>TYPE OF EVENT</u>	<u>TOTAL # OF EVENTS</u>	<u>TOTAL ESTIMATED ATTENDANCE</u>
BANQUETS	6	2,535
MEETINGS	29	1,895
CONVENTIONS	3	2,100
TRADE & CONSUMER SHOWS	1	1,250
OTHER	1	1,000
TOTAL	40	8,780

Respectfully submitted,



Sal Farrauto
Hospitality Programming & Sales Manager

MEMORANDUM FOR THE RECORD
SUBJECT: [Illegible]
DATE: [Illegible]

1. [Illegible]
2. [Illegible]
3. [Illegible]
4. [Illegible]
5. [Illegible]

6. [Illegible]
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12. [Illegible]
13. [Illegible]
14. [Illegible]

15. [Illegible]
16. [Illegible]
17. [Illegible]

By: [Signature]
[Illegible]
[Illegible]

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1999

HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.

REGULAR MEETING OF THE BOARD OF DIRECTORS

**URBAN
MUNICIPAL**

Wednesday, September 29, 1999

12:00 Noon

Hamilton Place Board Room

URBAN MUNICIPAL

SEP 28 1999

ORDER OF BUSINESS

DECLARATION OF CONFLICT OF INTEREST

GOVERNMENT DOCUMENTS

1. Opening Remarks

ACTION ITEMS

- | | | |
|-----------|---|---------------------|
| A. | Operations Committee Third Report | Attachment A |
| B. | Finance and Administration Fourth Report | Attachment B |
| C. | 2000 HECFI Operating Budget | Attachment C |
| D. | Community Dinner: Canadian Football Hall of Fame
Induction Dinner, October 15, 1999, HCC | Attachment D |
| E. | Community Dinner: Hamilton Gallery of Distinction
November 10, 1999, HCC | Attachment E |

INFORMATION ITEMS

- | | | |
|------------|---|------------------------------------|
| 2. | Correspondence | Attachment 2 |
| 3. | Minutes of Regular Meeting Held July 6, 1999 | Attachment 3 |
| | 3.1 Errors or Omissions | |
| | 3.2 Motion for Approval | |
| 4. | Business Arising from the Minutes | |
| 5. | Reports | |
| | 5.1 Financial Summary for the Eight Month Period
Ended August 31, 1999 | Attachment 5.1 |
| 6. | Private and Confidential | |
| 7. | New Business | |
| 8. | Other Business | |
| 9. | Date of Next Meeting: | Wednesday, October 27, 1999 |
| 10. | Adjournment | |

OUTSTANDING BUSINESS

- (i) Results of Comprehensive Study : Parking Facilities Adjacent to HECFI Facilities**

September 23, 1999
Patricia Bennett
Legislative Assistant

RECEIVED

APR 1968

RECEIVED

A

OPERATIONS COMMITTEE THIRD REPORT OF 1999

The Operations Committee presents its **THIRD** Report of 1999 from its meeting held September 22, 1999 and respectfully requests approval of the following recommendations:

1. Renovations to Dressing Room No. 1 at Copps Coliseum

THAT MANAGEMENT BE DIRECTED TO PROCEED WITH RENOVATIONS TO DRESSING ROOM NO. 1 AT COPPS COLISEUM AND THAT THE PROJECT BE FUNDED FROM THE CURRENT OPERATING BUDGET AT A COST NOT TO EXCEED \$45,000.

2. 2000 To 2009 Capital Budget Programme

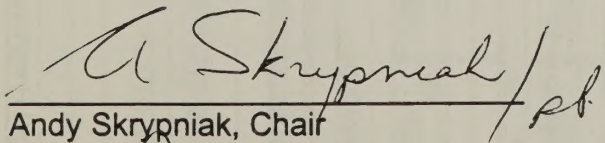
THAT THE CAPITAL PROJECTS LISTED IN THE TEN (10) YEAR 2000 – 2009 PROVISIONAL CAPITAL BUDGET PROGRAMME BE APPROVED AS AMENDED BY THE H.E.C.F.I. BOARD OF DIRECTORS; and

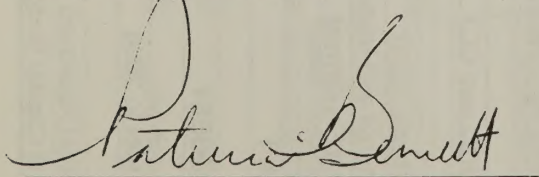
THAT THESE CAPITAL PROJECTS BE REVIEWED BY THE CORPORATE MANAGEMENT TEAM AND THE BUDGET STEERING COMMITTEE FOR CONSIDERATION BY THE COMMITTEE OF THE WHOLE.

3. HP: Supply and Installation of Carpet and Wallcovering

THAT THE PURCHASE ORDER ISSUED TO THE LOWEST OF THREE BIDDERS, VARTANIAN RUGS LTD., STONEY CREEK FOR THE SUPPLY AND INSTALLATION OF CARPET AND WALLCOVERING REQUIRED AT HAMILTON PLACE IN THE TOTAL AMOUNT OF \$161,833.93 INCLUDING ALL APPLICABLE TAXES, BE RATIFIED AND THAT THIS EXPENDITURE BE CHARGED TO CAPITAL BUDGET ACCOUNT NO. CF 5200 929941070.

Respectfully submitted,


Andy Skrypnia, Chair


Patricia Bennett, Secretary

HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC. ~ ~ 2000 TO 2009 CAPITAL BUDGET PROGRAMME											
Project Description	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	
Hamilton Convention Centre:											
~ Roofing System Replacement			390								
~ Carpet Replacement				330							
Copps Coliseum:											
~ Exterior Electronic Sign Refurbishment		360									
~ Platform Seating Refurbishment				350			600				
~ Roofing System Replacement											
Hamilton Convention Centre and Copps Coliseum:											
~ Replacements and Renovations for Facilities and Equipment	260	300	230	150	340	200	200	320	300	300	
Subtotal (HCC and CC)	260	660	620	830	340	200	800	320	300	300	
Hamilton Place:											
~ Replacements and Renovations Facility and Equipment	400	200	200	200	200	200	200	200	200	200	
Subtotal (HP)	400	200	200	200	200	200	200	200	200	200	
TOTAL REQUEST	660	860	820	1,030	540	400	1,000	520	500	500	
Approved 1999 to 2008	720	1,040	760	1,030	400	400	1,000	520	500	0	
Over or [under] Approved 1999 to 2008 Capital Budget Programme	[60]	[180]	60	0	140	0	0	0	0	500	

CITY OF HAMILTON/REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH

2000-2019 CAPITAL BUDGET PROJECT SUBMISSION FORM

Dept./Div./Prog./Bd.: H.E.C.F.I. Project Number: HECFI - 1 Category: Replacement

Project Name: HAMILTON CONVENTION CENTRE - Roofing System Replacement

Objectives:

Replacement of the bituminous membrane roofing system. By the year 2002 the roofing system will have been in place for 21 years and replacement necessary.

Project:
Capital Budget Initiation 1992
Start Date 2002
Completion Date 2002

Budget Summary (000's)												
Expenditures	Total	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010-19
Construction	390			390								
Equipment												
Other												
Total Expenditures	390			390								
Revenue	Total	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010-19
Grants/Subsidies												
Dev Charges - Res												
Dev Charges - Non-Res												
Local's - Owner's Share												
Reserve Contribution	390			390								
Total Revenue	390			390								
Net Cost				0								

Municipality: City of Hamilton

Maximum additional annualized net operating costs/(savings)
Maximum Staffing Impacts (F.T.E.)

0
0

Project Rating Attributes

(Project Justification):
Contractual/Legislated Obligations
Municipal Mandate
Health and Safety
Operating Budget/Financial Impact
Strategic Direction/Vision 2020

RATING

2.59

1999 Sept. 10.

Signature of General Mgr./Board Mgr.

Date



CITY OF HAMILTON/REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH

2000-2019 CAPITAL BUDGET PROJECT SUBMISSION FORM

Dept./Div./Prog./Bd.: H.E.C.F.I. Project Number: HECFI - 2

Project Name: HAMILTON CONVENTION CENTRE - Carpet Replacement

Category: Replacement

Objectives:

Replacement of floor and wall covering throughout the facility. Replacement will be necessary in 2003 to improve and update the appearance of the facility.

Project:
Capital Budget Initiation 1996
Start Date 2003
Completion Date 2003

Budget Summary (000's)

	Total	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010-19
Expenditures	330				330							
Construction												
Equipment												
Other												
Total Expenditures	330				330							
Revenue												
Grants/Subsidies												
Dev Charges - Res												
Dev Charges - Non-Res												
Local's - Owner's Share												
Reserve Contribution	330				330							
Total Revenue	330				330							

Water
Wastewater
Storm
Municipal Road
Regional Road
Other

Net Cost												

Municipality: City of Hamilton

Maximum additional annualized net operating costs/(savings)

Maximum Staffing Impacts (F.T.E.)

Project Rating Attributes

(Project Justification):

Contractual/Legislated Obligations
Municipal Mandate
Health and Safety
Operating Budget/Financial Impact
Strategic Direction/Vision 2020

RATING

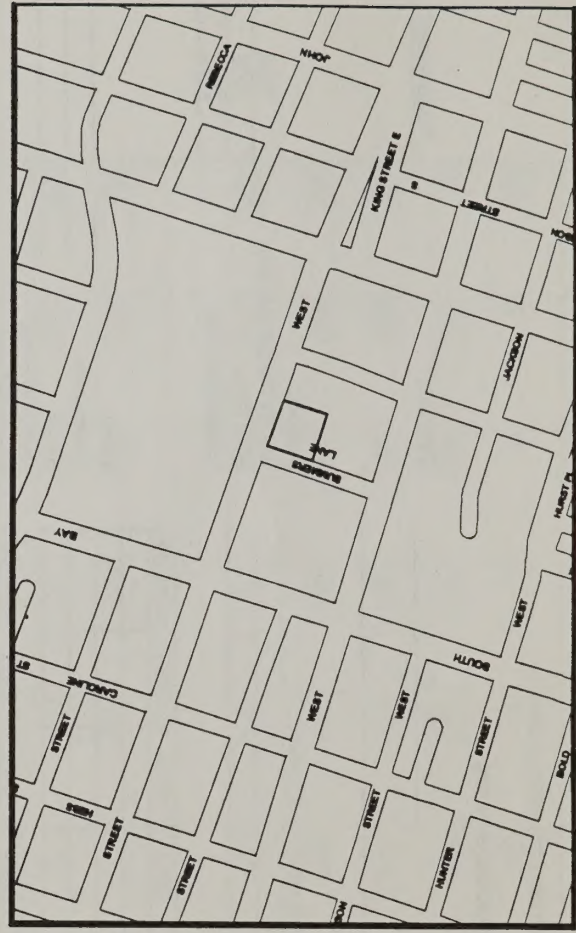
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1999 Sept. 10.

Date

John Macaruso

Signature of General Mgr./Board Mgr.



CITY OF HAMILTON/REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH

2000-2019 CAPITAL BUDGET PROJECT SUBMISSION FORM

Dept./Div./Prog./Bd.: H.E.C.F.I. Project Number: HECFI - 3

Category: Enhancement

Project Name: COPPS COLISEUM - Exterior Electronic Sign Refurbishment

Objectives:

Refurbishment of the exterior sign located at the corner of Bay Street and York Boulevard. The existing incandescent matrix displays will be replaced with LED colour video display screens.

Project:
Capital Budget Initiation 1995
Start Date 2001
Completion Date 2001

Budget Summary (000's)

	Total	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010-19
Expenditures												
Construction	360		360									
Equipment												
Other												
Total Expenditures	360		360									

	Total	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010-19
Revenue												
Grants/Subsidies												
Dev Charges - Res												
Dev Charges - Non-Res												
Local's - Owner's Share												
Reserve Contribution	360		360									
Total Revenue	360		360									

Net Cost												

Maximum additional annualized net operating costs/(savings)
Maximum Staffing Impacts (F.T.E.)

[25]
0

Project Rating Attributes

(Project Justification):

Contractual/Legislated Obligations
Municipal Mandate
Health and Safety
Operating Budget/Financial Impact
Strategic Direction/Vision 2020

RATING

1.4

1999 Sept. 10.

1.4

John Macaluso
Signature of General Mgr./Board Mgr.

Date

Municipality:

City of Hamilton



CITY OF HAMILTON/REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH

2000-2019 CAPITAL BUDGET PROJECT SUBMISSION FORM

Dept./Div./Prog./Bd.: H.E.C.F.I. Project Number: HECFI - 6 Category: Replacement/Rehabilitation

Project Name: HAMILTON CONVENTION CENTRE/COPPS COLISEUM - Various Replacements and Renovations

Objectives:

Allowance for equipment replacements and facility renovations. A summary of all projects to be undertaken is attached hereto.

Project: Capital Budget Initiation
Start Date 1993
Completion Date 2009

Budget Summary (000's)	Total	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010-19
Expenditures												
Construction	1,190	60	100	70	50	100	100	140	220	200	150	
Equipment	1,410	200	200	160	100	240	100	60	100	100	150	
Other												
Total Expenditures	2,600	260	300	230	150	340	200	200	320	300	300	

Water _____
Wastewater _____
Storm _____
Municipal Road _____
Regional Road _____
Other _____

Revenue	Total	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010-19
Grants/Subsidies												
Dev Charges - Res												
Dev Charges - Non-Res												
Local's - Owner's Share												
Reserve Contribution	2,600	260	300	230	150	340	200	200	320	300	300	
Total Revenue	2,600	260	300	230	150	340	200	200	320	300	300	

Net Cost		0	0	0	0	0	0	0	0	0	0	0
----------	--	---	---	---	---	---	---	---	---	---	---	---

Municipality: City of Hamilton

Maximum additional annualized net operating costs/(savings)
Maximum Staffing Impacts (F.T.E.)

0
0

Project Rating Attributes

(Project Justification):
Contractual/Legislated Obligations
Municipal Mandate
Health and Safety
Operating Budget/Financial Impact
Strategic Direction/Vision 2020

RATING

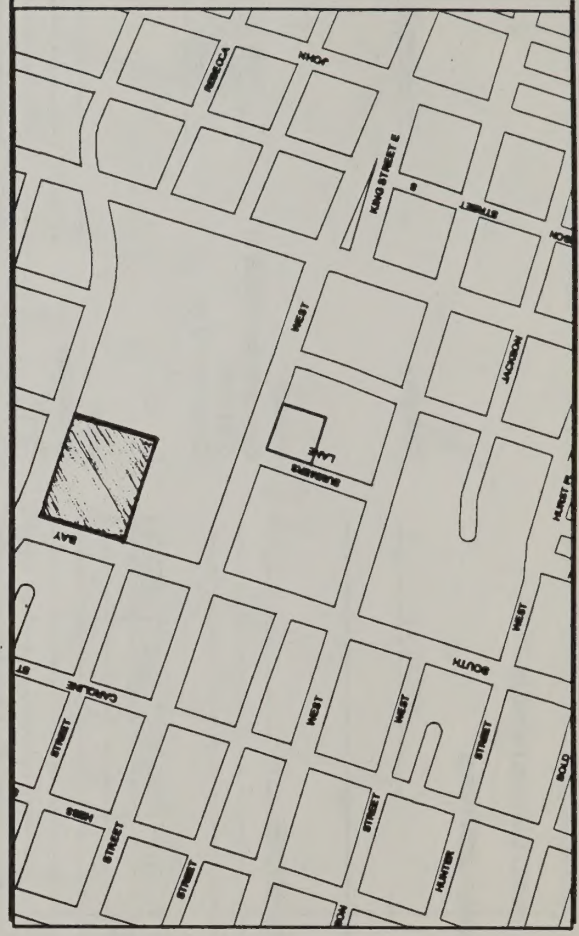
2.59

1999 Sep. 24.

Date

Signature of General Mgr./Board Mgr.

John Macdonald



B

FINANCE AND ADMINISTRATION COMMITTEE FOURTH REPORT OF 1999

The Finance and Administration Committee presents its **FOURTH** Report of 1999 from its meeting held September 23, 1999 and respectfully requests approval of the following recommendation:

1. Financing for the Ten (10) Year (2000-2009) Provisional Capital Budget Programme

THAT THE TEN (10) YEAR (2000 - 2009) PROVISIONAL CAPITAL BUDGET PROGRAMME FOR THE RONALD V. JOYCE CENTRE FOR THE PERFORMING ARTS AT HAMILTON PLACE BE FINANCED FROM RESERVE FUND ACCOUNT NUMBER CH 102025 FOR THE RONALD V. JOYCE CENTRE FOR THE PERFORMING ARTS; and

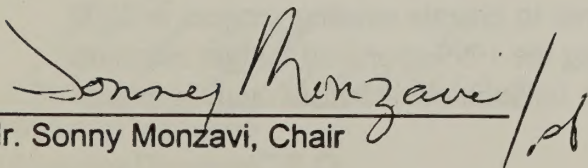
THAT THE TEN (10) YEAR (2000 - 2009) PROVISIONAL CAPITAL BUDGET PROGRAMME FOR COPPS COLISEUM AND THE HAMILTON CONVENTION CENTRE BE FINANCED FROM H.E.C.F.I.'S RESERVE FOR CAPITAL PROJECTS ACCOUNT NUMBER CH 100025 SUBJECT TO THE AVAILABILITY OF FUNDS IN THE RESERVE.

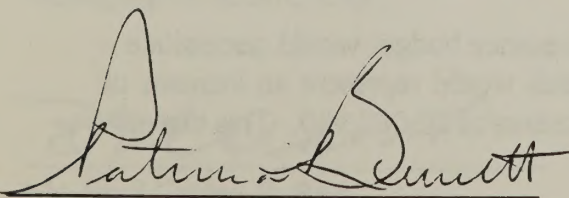
2. Box Office Restructuring

THAT THE TWO FULL-TIME BOX OFFICE CLERK POSITIONS (SALARY GRADE 7 - \$25,046.84 - \$29,316.56) BE DELETED FROM STAFF COMPLEMENT; and

THAT AN ADDITIONAL BOX OFFICE SUPERVISOR POSITION BE CREATED (SALARY GRADE 12 - \$35,719.32 - \$41,980.12); and

THAT ANNE MORAVAC BE APPOINTED TO THE BOX OFFICE SUPERVISOR POSITION.


Mr. Sonny Monzavi, Chair


Patricia Bennett, Secretary

FOR ACTION

MEMO TO: HECFI BOARD OF DIRECTORS

FROM: Mr. G. Macaluso
Managing Director/C.E.O.

Mr. B. Calder, P. Eng.
Director of Operations/Events Delivery

Mr. R. DiFilippo, C.A.
Manager of Business Services

DATE: 10 September 1999

SUBJECT: 2000 HECFI OPERATING BUDGET

RECOMMENDATION

THAT THE 2000 FINAL OPERATING BUDGET WHICH PROVIDES FOR A MUNICIPAL CONTRIBUTION OF \$1,982,910 (REPRESENTING A DECREASE OF \$100,000 OR 4.8% FROM THE 1999 OPERATING BUDGET) BE APPROVED.

BACKGROUND

The City's budget process for 2000 required that all Departments and Boards submit (by September 10, 1999 the following information:

- (1) A 2000 "maintenance" operating budget. The Finance Department has defined a "maintenance" budget to be that level of funding required to operate existing services in 2000 dollars. The "maintenance" budget is calculated by using the 1999 approved budget estimates as the base amount, and adjusting it for anticipated inflationary increases and "demand" changes, i.e. changes in activity levels.

In response to the above, we calculated that HECFI's maintenance budget would necessitate a municipal contribution request of \$2,123,440 for 2000 which would represent an increase of \$40,530 or 1.9%, over the approved 1999 municipal contribution of \$2,082,910. This increase

Copps
Coliseum

is due largely to inflationary factors.

- (2) "Proposed Program Changes" for 2000 which are designed to show financial savings from adjustments in the manner that Departments/Local Boards achieve their mandate.

In respect of HECFI, this reduction amount is \$140,530.

- (3) Council has mandated that every Department/Local Board submits a budget that reflects a minimum decrease of 4.7% in its required Municipal Contribution from 1999 levels. HECFI's 2000 Final Operating Budget shows a 4.8% decline.

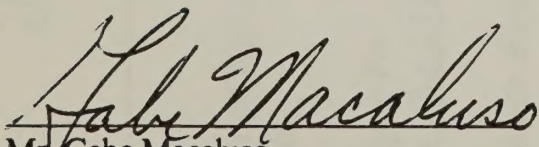
In accordance with the City's instructions, we have submitted the above packages to the Finance Department but have indicated to them that the budget is preliminary and subject to the Board's approval.

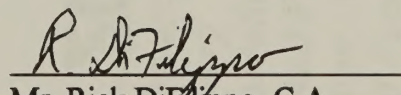
To simplify the Board's deliberation on the 2000 Operating Budget, we have only included the "Final Budget" schedules in this report.

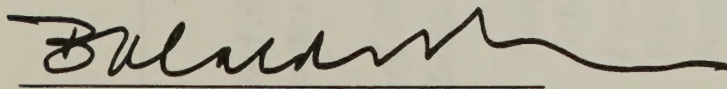
HISTORICAL PERSPECTIVE

We also wish to point out the following:

- (1) Since 1990, HECFI has eliminated 33 full-time positions (1990 - 84 positions; 2000 - 51 positions). This reduction of 33 positions or 39% of our full-time workforce has lowered HECFI's "annual" overhead costs in 2000 dollars by approximately \$1,674,000.
- (2) It should be recognized that HECFI's annual approved municipal contribution has been declining in constant dollars. In 1986 HECFI's budget called for a \$2,432,570 municipal contribution. If this number is adjusted to account for inflation since then, the 1986 municipal contribution would be revised to \$3,387,354 which compares quite favourably to the 2000 Operating Budget of \$1,982,910, i.e. a decline of \$1,404,444 or 41.5%.


Mr. Gabe Macaluso
Managing Director/C.E.O.


Mr. Rick DiFilippo, C.A.
Manager of Business Services


Mr. Brad Calder, P. Eng.
Director of Operations/Events Delivery

2000 HECFI OPERATING BUDGET

2000 HECFI OPERATING BUDGET

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Budget Estimates For 2000*

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The 1999 Actuals And To The 1999 Budget:*

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 Food, Beverage And Concessions
 Recoveries
 Box Office
 Other*

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2000 HECFI OPERATING BUDGET

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EXPENSES				
OPERATIONS-ADMINISTRATION	\$273,270	\$281,450	\$8,180	3.0%
FOOD AND BEVERAGE	1,899,110	1,935,930	36,820	1.9%
EVENTS DELIVERY	2,820,100	2,689,880	(130,220)	-4.6%
BUILDING OPERATIONS	1,698,650	1,680,930	(17,720)	-1.0%
MARKETING AND PROMOTION	1,978,230	1,667,300	(310,930)	-15.7%
ADMINISTRATION-CEO/BOARD	508,230	500,170	(8,060)	-1.6%
PROFESSIONAL FEES	34,040	30,000	(4,040)	-11.9%
BUSINESS SERVICES	408,980	388,100	(20,880)	-5.1%
BOX OFFICE	357,370	330,690	(26,680)	-7.5%
INSURANCE	92,360	92,360	0	0.0%
TOTAL EXPENSES	\$10,070,340	\$9,596,810	(\$473,530)	-4.7%
MUNICIPAL CONTRIBUTION	\$2,082,910	\$1,982,910	(\$100,000)	-4.8%

Rental, Licence Fees And Show Revenue

Includes:

- Rentals/licence fees for the use of:

Great Hall
Studio Theatre
Copps Coliseum

Meeting, exhibition and dining rooms of Hamilton Convention Centre.

- Profits/losses realized from ticket sales on shows promoted/co-promoted by HECFI.

Comparison of 2000 Budget with 1999 Budget

The decrease in the 2000 budget is primarily due to the loss of the Juno Awards and the Pavarotti concert (\$52,300 and \$40,000 respectively in licence fee revenues).

2000 Budget	
Increase/(Decrease)	
Over 1999 Budget	
\$	%
(73,170)	-5.1%

Other Rentals

Includes:

- Display advertising revenue at Hamilton Place and Copps Coliseum (external and internal signage)
- Casual ice rental
- Corporate box rentals
- Office space rentals
- Display window rentals at the Convention Centre
- Meeting room rentals at Hamilton Place
- Miscellaneous equipment rentals.

Comparison of 2000 Budget with 1999 Budget

The increase in revenue is mainly attributable to the following:

1. higher anticipated display advertising revenues of \$61,580 for Copps Coliseum due to the new scoreclock and arrangements with the new food and beverage concessionaire;
2. higher expected casual ice rentals of \$20,000 which brings the budget closer to anticipated 1999 revenues; and
- 3 higher office rentals of \$13,030 at Copps Coliseum as a result of having a new tenant.

2000 Budget	
Increase/(Decrease)	
Over 1999 Budget	
\$	%
103,550	22.7%

Food, Beverage and Concessions

Includes:

- Gross revenue from food and beverage operations at Hamilton Convention Centre and Hamilton Place.
- Food and beverage revenue catered by Hamilton Convention Centre at Copps Coliseum
- Commission revenue received from concessionaire (Sodexho Marriott) at Copps Coliseum

Comparison of 2000 Budget with 1999 Budget

The increase in the 2000 budget results from adjusting food and beverage revenues at the Hamilton Convention Centre by \$177,500. This is partially offset by a \$60,000 reduction in revenues at Hamilton Place as a result of the loss of the Juno Awards.

2000 Budget	
Increase/(Decrease)	
Over 1999 Budget	
\$	%
110,550	4.6%

Recoveries

Includes chargebacks/billings to promoters/clients for:

- Stagehand services
- Event advertising
- Ushers/ticket takers
- Security and police services
- Rink attendants/set up
- Musicians
- Other services and costs

Comparison of 2000 Budget with 1999 Budget

The decrease in the 2000 budget arises primarily from:

1. the loss of the Juno Awards (\$150,980 in recoveries); and
2. a \$308,800 reduction in recoverable advertising due to the loss of:
 - (i) the Pavarotti concert (\$70,000);
 - (ii) Ringling Brothers and Giant Holiday Circus (which were budgeted for \$85,000 in 1999); and
 - (iii) general adjustments to bring the 2000 budget more in line with the actuals for the year to date in 1999.

2000 Budget	
Increase/(Decrease)	
Over 1999 Budget	
\$	%
(461,770)	-15.5%

Box Office

Includes:

- A fee charged to each show requiring the services of the Box Office/TicketMaster.
- Commission revenue received from TicketMaster on ticket service fees charged to patrons:
 - (i) Tickets sold for HECFI events through TicketMaster's outlet and phone distribution system; and
 - (ii) Tickets sold at HECFI's two box office locations for non-HECFI events.
- The mark-up on credit card fee charges.

Comparison of 2000 Budget with 1999 Budget

The reduction in budgeted box office revenues is mainly due to the loss of the Pavarotti concert (\$20,500), the Ringling Brothers Circus (\$16,200) and the Juno Awards (\$8,200).

2000 Budget	
Increase/(Decrease)	
Over 1999 Budget	
\$	%
(48,050)	-12.3%

Other Revenue

Includes:

- Commission revenue received from souvenir sales and official suppliers
- Interest earned on advance ticket sales and deposits
- Unredeemed gift certificates
- Annual \$1,500 commission received from the Ministry of Revenue (for collecting and remitting provincial sales taxes)

Comparison of 2000 Budget with 1999 Budget

The decrease in the budget arises mainly from a reduction in Copps souvenir commissions of \$6,300 due to the loss of the Pavarotti concert and Juno Awards.

2000 Budget	
Increase/(Decrease)	
Over 1999 Budget	
\$	%
(4,640)	-1.3%

Operations - Administration

Includes:

- Responsible for the overall administration and co-ordination of all food and beverage, events delivery, building operational/maintenance and Box Office functions of HECFI.

Comparison of 2000 Budget with 1999 Budget

The increase in the budget is primarily due to inflation plus additional property taxes resulting from increasing the amount of office space rented to third parties.

2000 Budget	
Increase/(Decrease)	
Over 1999 Budget	
\$	%
8,180	3.0%

Events Delivery

Includes:

- Responsible for all aspects of event set-up/staging including staffing requirements, lighting, sound etc.
- Oversees beverage service at Hamilton Place.

Comparison of 2000 Budget with 1999 Budget

The decrease is mainly due to lower recovery revenues in the Event Delivery section of \$169,600.

2000 Budget	
Increase/(Decrease)	
Over 1999 Budget	
\$	%
(130,220)	-4.6%

Building Operations

Includes:

- Responsible for plant, building and equipment maintenance and operations of all three facilities

Comparison of 2000 Budget with 1999 Budget

The reduction in the 2000 budget results mainly from lower anticipated maintenance expenditures which are in line with the actual results to date in 1999.

2000 Budget	
Increase/(Decrease)	
Over 1999 Budget	
\$	%
(17,720)	-1.0%

Marketing and Promotion

Includes:

- Responsible for the overall administration of the following divisions:

Entertainment Division:

- Programs the HECFI facilities in a balanced manner that reflects the tastes of the community, and liaises with promoters and producers currently using HECFI facilities to ensure their return.

Hospitality/Sales Division:

- Retains the existing client base which currently utilizes HECFI facilities, while pursuing new "outside" sales opportunities, particularly large scale conventions, trade shows and corporate meetings, with the emphasis on education, medical, religious, union, professional and non-profit sectors.

Promotions/Public Relations Division:

- Creates awareness of HECFI activities and events in all priority audiences including the public at large, trade and local media and clients. Continues to aggressively cultivate a positive image for HECFI programs and events and the City of Hamilton.

Comparison of 2000 Budget with 1999 Budget

The decrease in costs in the 2000 budget arises primarily from a \$308,800 decrease in recoverable advertising charged to shows.

2000 Budget	
Increase/(Decrease)	
Over 1999 Budget	
\$	%
(310,930)	-15.7%

Administration - CEO/Board

Includes:

- Providing direction to departments/divisions of HECFI as well as administrative support to the HECFI Board of Directors.
- Responsible for entertainment marketing/sales.
- Provides an advisory, support role for all HECFI departments in the field of human resource management and co-ordinates insurance and legal claims for the corporation.

Comparison of 2000 Budget with 1999 Budget

The decrease in budget costs is mainly due to lower anticipated costs for rental of computer equipment.

2000 Budget	
Increase/(Decrease)	
Over 1999 Budget	
\$	%
(8,060)	-1.6%

Professional Fees

Includes:

- Audit, legal and consulting fees

Comparison of 2000 Budget with 1999 Budget

The reduction in the 2000 budget results from anticipated savings as a result of the recent City request for proposals for new auditors.

2000 Budget	
Increase/(Decrease)	
Over 1999 Budget	
\$	%
(4,040)	-11.9%

Business Services

Includes:

- Performs a general business advisory role and provides accounting services including internal controls, financial settlements, budgeting and financial reporting for all HECFI departments.

Comparison of 2000 Budget with 1999 Budget

The decrease in costs results from the elimination of the remaining budget costs related to employees who were downsized in early 1999.

2000 Budget	
Increase/(Decrease)	
Over 1999 Budget	
\$	%
(20,880)	-5.1%

Box Office

- Includes:
- Providing ticketing service for all facilities in conjunction with TicketMaster Inc.

Comparison of 2000 Budget with 1999 Budget

The decrease in the 2000 budget is mainly due to the reduction in box office revenues of \$48,050.

2000 Budget	
Increase/(Decrease)	
Over 1999 Budget	
\$	%
(26,680)	-7.5%

Insurance

Includes:

- The cost of a complete insurance programme for all facilities.

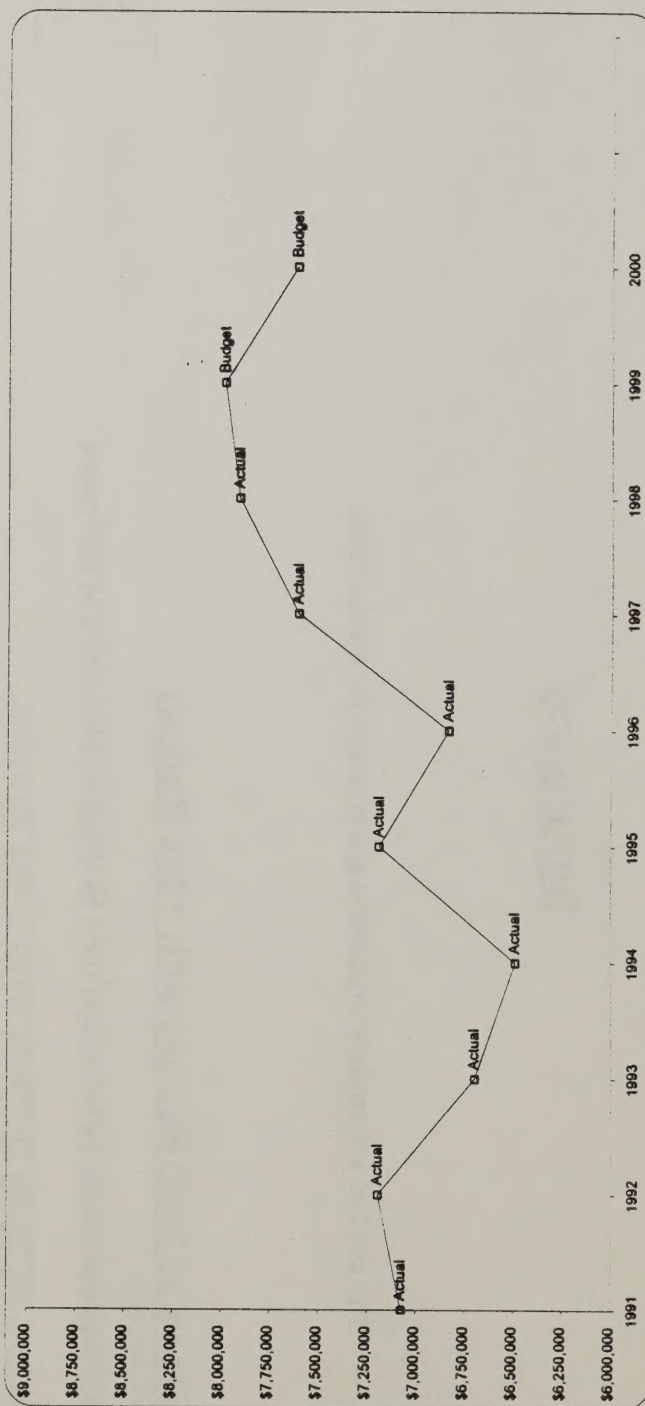
Comparison of 2000 Budget with 1999 Budget

City Finance has instructed us to budget for a zero percent increase in insurance costs.

2000 Budget	
Increase/(Decrease)	
Over 1999 Budget	
\$	%
0	0.0%

ANALYSIS OF REVENUE BY FACILITY SINCE 1991

	1991 Actual	1992 Actual	1993 Actual	1994 Actual	1995 Actual	1996 Actual	1997 Actual	1998 Actual	1999 Budget	2000 Budget	2000 Budget Increase/(Decrease) Over 1991 Actual	
											\$	%
Hamilton Convention Centre	\$3,324,553	\$2,803,636	\$2,560,002	\$2,376,951	\$2,468,970	\$2,518,503	\$2,760,493	\$2,579,522	\$2,630,773	\$2,861,060	(\$463,493)	-13.9%
Hamilton Place Theatre	1,370,988	2,013,238	1,559,585	1,114,114	1,606,701	1,258,091	1,512,294	1,449,219	1,519,457	1,236,178	(134,810)	-9.8%
Copps Coliseum	2,379,987	2,378,876	2,581,181	3,001,111	3,114,920	3,059,944	3,336,688	3,883,051	3,837,200	3,516,662	1,136,675	47.8%
HECFI TOTAL	\$7,075,528	\$7,195,750	\$6,700,768	\$6,492,176	\$7,190,591	\$6,836,538	\$7,609,475	\$7,911,792	\$7,987,430	\$7,613,900	\$538,372	7.6%



SAVINGS FROM RESTRUCTURING AT HECFI SINCE 1990

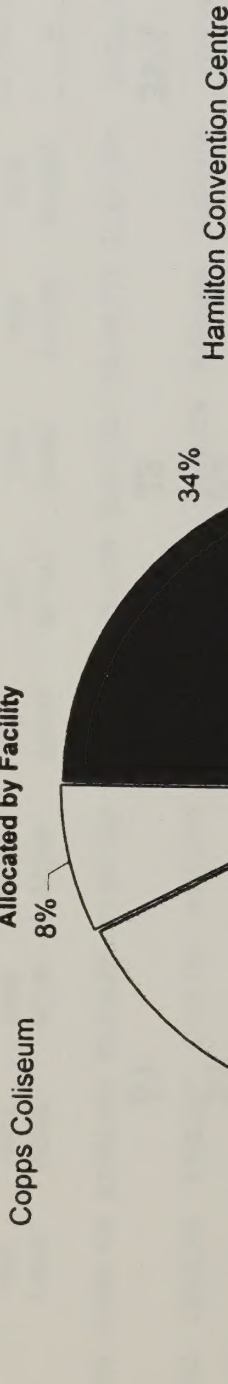
BUDGET YEAR	NUMBER OF PERMANENT FULL-TIME <u>SALARY/WAGE EMPLOYEES</u>	CUMULATIVE DECREASE SINCE 1990 BUDGET	
		<u>NUMBER</u>	<u>PERCENTAGE</u>
1990	84		
1991	80	4	5%
1992	79	5	6%
1993	73	11	13%
1994	69	15	18%
1995	64	20	24%
1996	61	23	27%
1997	61	23	27%
1998	58	26	31%
1999	51	33	39%
2000	51	33	39%

NOTE:

AS A RESULT OF RESTRUCTURING AT HECFI SINCE 1990, THE SAVING IN 2000 DOLLARS IS APPROXIMATELY \$1,674,000 IN ANNUAL OVERHEAD COSTS.

2000 BUDGETED MUNICIPAL CONTRIBUTION

Allocated by Facility



	BUDGETED REVENUE		BUDGETED EXPENSES		BUDGETED MUNICIPAL CONTRIBUTION	
	1999	2000	1999	2000	1999	2000
HAMILTON CONVENTION CENTRE	\$2,630,773	\$2,861,060	\$3,455,544	\$3,530,805	\$824,771	\$669,745
HAMILTON PLACE THEATRE	1,519,457	1,236,178	2,576,394	2,398,937	1,056,937	1,162,759
COPPS COLISEUM	3,837,200	3,516,662	4,038,402	3,667,068	201,202	150,406
	<u>\$7,987,430</u>	<u>\$7,613,900</u>	<u>\$10,070,340</u>	<u>\$9,596,810</u>	<u>\$2,082,910</u>	<u>\$1,982,910</u>

HECFI'S MUNICIPAL CONTRIBUTION ADJUSTED TO 1999 DOLLAR EQUIVALENT'S

Year	Approved Budgeted Municipal Contribution (1)	Canadian Consumer Price Index As At December 31 (2)	Constant Dollar Adjustment Factor (3)	Approved Budgeted Municipal Contribution In Constant 1986 Dollars (4)
1986	\$2,432,570	101.9	1.3925	\$3,387,354
1987	2,535,960	106.1	1.3374	3,391,593
1988	2,445,960	110.3	1.2865	3,146,728
1989	2,465,320	116.0	1.2233	3,015,826
1990	2,602,180	121.8	1.1650	3,031,540
1991	2,705,170	126.4	1.1228	3,036,824
1992	2,702,370	129.1	1.0991	2,970,175
1993	2,712,590	131.3	1.0807	2,931,496
1994	2,503,740	131.6	1.0783	2,699,783
1995	2,426,160	133.9	1.0597	2,670,991
1996	2,402,290	136.8	1.0373	2,491,895
1997	2,356,290	137.8	1.0298	2,426,507
1998	2,276,350	139.2	1.0194	2,320,511
1999	2,082,910	141.9 (July 31, 1999)	1.0000	2,082,910

NOTES:

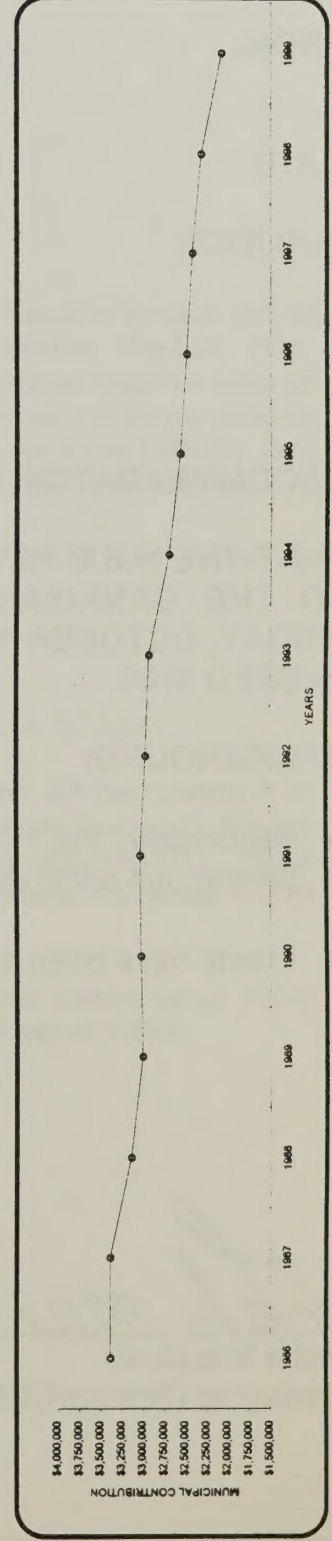
(1) Column (4) above indicates that HECFI's approved budgeted municipal contribution has been declining in terms of 1999 dollars from a level of \$3,387,354 in 1986 to \$2,082,910 in 1999, (i.e. the 1999 budget is \$1,304,444 or 38.5% lower than the inflation adjusted 1986 budget).

(2) Included in the approved municipal contribution amounts in Column (1) for 1990 and 1991 are the following additional funding requirements:

1990	1991
\$396,860	\$462,860
NIL	61,710
\$396,860	\$524,570

Cost Of Implementing Pay/Internal Equity In Accordance With Provincial Legislation

Transfer Of The Central Utilities Plant To The City



D

MEMO TO: H.E.C.F.I. BOARD OF DIRECTORS

FROM: Mr. Gabe Macaluso
Managing Director/CEO

DATE: August 19, 1999

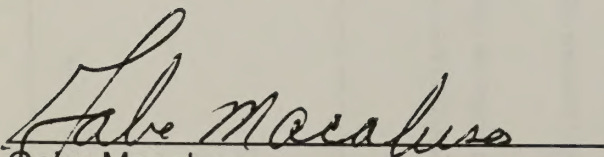
SUBJECT: COMMUNITY DINNER :
Canadian Football Hall of Fame Induction
Friday, October 15, 1999, HCC

RECOMMENDATION:

THAT THE H.E.C.F.I. BOARD OF DIRECTORS PURCHASE A TABLE OF TEN TO THE CANADIAN FOOTBALL HALL OF FAME INDUCTION DINNER, FRIDAY, OCTOBER 15TH AT THE CONVENTION CENTRE AT A COST NOT TO EXCEED \$700.

BACKGROUND:

- ◆ Historically, the H.E.C.F.I. Board of Directors has shown its support of this prestigious community event which is held at the Convention Centre.
- ◆ Funds have been allocated in the operating budget for the Board's attendance.


Gabe Macaluso
Managing Director/CEO

CANADIAN FOOTBALL HALL OF FAME & MUSEUM

58 JACKSON STREET WEST, HAMILTON

ONTARIO L8P 1L4 PHONE (905) 528-7566
FAX (905) 528-9781



AUG - 3 1999

July 28, 1999

Mr. Gabe Macaluso
H.E.C.F.I.
101 York Boulevard
Hamilton, Ontario
L8R 3K1

Gabe

Dear Mr. Macaluso:

We invite you to participate in the last Induction Weekend for this millennium. The Canadian Football Hall of Fame's 27th Annual Induction Weekend will be held in Hamilton, Ontario from October 14th-16th, 1999. Throughout the past 27 years, Induction Weekend has become a national event bringing together honoured members of the Football Hall of Fame, former football greats, and football fans alike. Our weekend encourages members of the public to join in the scheduled events such as the 4th Annual Legends on the Links Celebrity Golf Tournament, the Inductee Bust Unveiling, the Formal Induction Dinner and the Hall of Fame Football Game.

This year we are pleased to be inducting three football greats who will be recognized for their outstanding achievements. The 1999 inductees are:

Donald Barker (Builder) - CFL Official
Dickie Harris (Player) - Montreal Alouettes
Condredge Holloway (Player) - Toronto Argonauts, Ottawa Rough Riders, & BC Lions

A detailed schedule of events and the registration information for the Induction Dinner and the Celebrity Golf Tournament are enclosed for your completion. Our host hotel for 1999 is the Royal Connaught Howard Johnson Plaza Hotel. You can make your reservations directly with the hotel by calling (905) 546-8111. Please tell them you are with the Canadian Football Hall of Fame Induction Weekend to ensure the special rate of \$89.00/night plus applicable taxes.

If you have any questions pertaining to the Inductees or the scheduled events, please contact Janice Smith, Managing Director at (905) 528-7566. We look forward to seeing you for Induction Weekend XXVII.

Sincerely,

Reg

Reg Wheeler
Chairman, Induction Committee



1999 INDUCTION WEEKEND SCHEDULE OF EVENTS

***HONOURING THE 1999 INDUCTEES
DONALD BARKER, DICKIE HARRIS, CONDREDGE HOLLOWAY***

Thursday, October 14th, 1999

4th Annual Legends on the Links Celebrity Golf Tournament
King's Forest Golf Course, 100 Greenhill Road, Hamilton, Ontario

9:00 a.m. - Breakfast and Registration

10:30 a.m. - Shotgun Start, Scramble Format

Cost: \$200.00 per person - \$65.00 tax receipt
(includes: golf cart, green fee, breakfast, lunch, dinner, raffle tickets,
mulligans, 2 beer tickets, and 1st&2nd prize winning packages)

Honourary Chairman: Norm Marshall

Master of Ceremonies: Bob Dawson

Friday, October 15th, 1999

Special Event Day at the Canadian Football Hall of Fame & Museum
58 Jackson Street West

Hours: 12:00 noon - 4:30 p.m.

12:30 p.m. - Inductee Bust Unveiling

1:15 - 2:15 p.m. - Autograph session with inductees
and "Where Are They Now" special guests

Induction Dinner

Hamilton Convention Centre

6:00 p.m. - Cocktails - Chedoke Room C

7:30 p.m. - Dinner - Chedoke Rooms A&B

Master of Ceremonies - TBA

Cost: \$75.00/ticket (\$35.00 tax receipt)

\$700.00/table of ten (\$300.00 tax receipt)

Saturday, October 16th, 1999

Hall of Fame Game

3:00 p.m. Hamilton Tiger-Cats vs. Toronto Argonauts - Ivor Wynne Stadium
The 1999 Inductees and "Where Are They Now" special guests will be introduced
during the Half-time show

Tickets available by calling (905) 547-CATS

For further information please contact:
Canadian Football Hall of Fame & Museum
Tel: (905) 528-7566
Fax: (905) 528-9781

E

MEMO TO: H.E.C.F.I. BOARD OF DIRECTORS

FROM: Gabe Macaluso
Managing Director/CEO

DATE: September 23, 1999

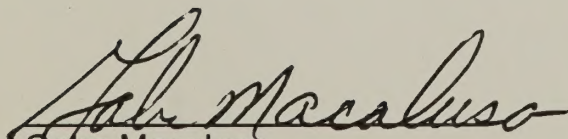
SUBJECT: **COMMUNITY DINNER : Hamilton Gallery of
Distinction 1999 Induction Ceremonies
Wednesday, November 10, 1999 at the
Hamilton Convention Centre**

RECOMMENDATION:

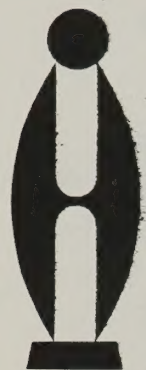
THAT THE BOARD OF DIRECTORS PURCHASE A TABLE OF TEN AT A COST NOT TO EXCEED \$650. TO THE ANNUAL GALLERY OF DISTINCTION INDUCTEES DINNER TO BE HELD AT THE HAMILTON CONVENTION CENTRE NOVEMBER 10, 1999.

BACKGROUND:

- The Hamilton Gallery of Distinction is located in the second floor foyer of the Convention Centre. Historically, the HECFI Board has had a presence at the Inductees dinner.
- Funds are available in the Board's allocation for meetings and receptions.


Gabe Macaluso
Managing Director/CEO

SEP 17 1999



Hamilton Gallery of Distinction

Hamilton Gallery of Distinction

Directors

President

Grace Diffey
The Neufeld Group

Vice-President

Gerry Aggus
Simpson, Wigle

Past-President

Gloria Tice
Dofasco Inc.

Secretary

Louise Henderson
Canadian Centre for
Occupational Health & Safety

Treasurer

Jill Rumble
The Hamilton YWCA

Catherine Copp
KPMG

Sunni Genesco
Y95 Radio

Hugh Greenwood
Hamilton Community
Foundation

John Johnston
City of Hamilton,
Region of Hamilton-
Wentworth

Marnie MacLachlan
The Hamilton Spectator

Duke O'Sullivan
Alderman, City of Hamilton

September 15, 1999

Hamilton Gallery of Distinction 1999 Inductees

**Milton J. Lewis, Brother Richard MacPhee, Valerie Tryon,
Gary Lautens, Judge Thomas Beckett, Daniel Lanois**

On behalf of the Board of Directors of the Hamilton Gallery of Distinction, I invite you to attend the 1999 Induction Ceremonies and Dinner.

This year we are honouring six prominent citizens whose accomplishments, detailed in the accompanying brochure, have brought renown to our community. Please join us to recognize their contributions on Wednesday, November 10, 1999 at the Hamilton Convention Centre. A reception is scheduled for 6:00 p.m., followed by dinner at 7:00 p.m.

Tickets are \$70 per person; tables of 10 are available for \$650. If you would like to attend, please return the completed tear-off portion of the enclosed brochure, along with your cheque, to Catherine Copp at the address indicated.

We look forward to seeing you on the 10th.

Sincerely,

Grace Diffey
President
Hamilton Gallery of Distinction

.....

1999 Awards Dinner

Wednesday, November 10, 1999

Hamilton Convention Centre

8:00 p.m. Cocktail Reception

9:00 p.m. Dinner

Dress Optional - Formal or Business Attire

.....

The Hamilton Gallery of Distinction Awards Dinner is an important community event which recognizes and honours prominent present and past citizens who have, by their accomplishments, brought credit to our community. The Gallery holds an annual dinner where tribute is paid to inductees including presentation of the prestigious Hamilton Gallery of Distinction Award which is shown on the cover of this invitation.

Please join us with your spouse or friend at the fifteenth annual awards dinner where the following inductees will be honoured:

Mill Lewis has a way of bringing people together for a common cause. He has demonstrated this throughout the years: growing up in the Hamilton community, attending McMaster University, practicing law in Hamilton and becoming involved in many activities in support of the community.

He was for several years a campaigner, strategist and political organizer for the Liberal party. Mill's sense of community propelled him into leadership roles in various organizations: Beth Jacob Synagogue, Hamilton Convention Centre, St. Joseph's Hospital's Fund Raising Committee, McMaster University and the Citizens' Expressway Committee. He was chairman of the Bicentennial Committee celebrating Ontario's 200th birthday and hosted Hamilton's Homecoming in 1984. He was appointed co-chair of Hamilton's Sesquicentennial celebrations. A favourite quote: "If you're really determined to make something happen, you will make it happen".

VALERIE TRYON

Valerie Tryon's career as a concert pianist began while she was still a child. She was one of the youngest students ever to be admitted to the Royal Academy of Music where she received their highest award in piano playing. She appeared in solo recitals in England, Europe and North America. She is McMaster University's first Artist-in-Residence. She is well-known to Hamilton audiences where she has been playing for a number of years and has also taught many McMaster students. Her repertoire is enormous and ranges from Bach to contemporary composers; it includes more than sixty concertos and a vast amount of chamber music. Valerie Tryon has been awarded several distinctions for her services to music and was an early recipient of the Harriet Cohen Award. The Liszt Memorial Plaque was bestowed on her by the Hungarian Minister of Culture in recognition of her lifelong promotion of Franz Liszt's music.

GARY LAUTENS

Anyone who knew Gary Lautens knew that he was "Hamilton". He spent his formative years here and loved the town. He regularly mentioned his hometown in his Toronto Star columns. Gary graduated from McMaster with a Bachelor's degree in History, and was editor of the McMaster Silhouette. He joined the Spectator in 1950, becoming sports columnist in 1954. He joined the Toronto Star in 1962, and won numerous awards and accolades over his thirty years at the Star, including a National Newspaper Award for sports writing in 1965. He was named executive managing editor in 1982 and later editor emeritus. Gary published four books in his lifetime, twice winning the Stephen Leacock Award for Humour (Take My Family... Please! and No Sex Please... We're Married). He maintained his McMaster ties by serving on numerous committees for the university. Gary had that human quality in his writing that created a bond with his readers.



To: Hamilton Gallery of Distinction
c/o Catherine Copp
KPMG
Box 976, Hamilton, Ontario L8N 3R1
Tel: (905) 523-2260

Yes, we will attend the Hamilton Gallery of Distinction dinner on November 10th, 1999

Please send _____ tickets at \$70.00 each (including \$4.90 G.S.T.)

_____ table of 10 at \$650.00 each (including \$45.50 G.S.T.)

My cheque for \$ _____ is enclosed

NAME: _____

COMPANY _____

ADDRESS _____

POSTAL CODE _____
C.S.T. # 130023542

TELEPHONE _____

Brother Richard MacPhee is a native of Hamilton and attended Bishop Ryan High School. He became a registered nurse and joined the congregation of the Little Brothers of the Good Shepherd in 1980. He lives and breathes the motto of his order: Charity Unlimited. Brother Richard is well known for his work with the homeless people in Hamilton. He became Assistant Director of the Hamilton Good Shepherd's Men's Centre in 1983 and then Executive Director in 1987. He has been involved in many projects during the years: the opening and expansion of Martha House, the Family Services Centre, Brennan House, Mary's Place, Emmanuel House, Notre Dame House and, this year, Somerville House. Although his workload seems to grow by the day, he keeps things in perspective with his ability to laugh at life, and he is heartened by those who volunteer and provide help.

DANIEL LANOIS

Daniel Lanois was raised in Hamilton, attended Ancaster High School, and is one of the founders of the Grant Avenue Studio located in Hamilton. This studio has attracted many international stars over the last twenty years. He is currently a record producer of world-class status and in addition, is a singer, guitar player and song writer of popular music. He has worked with a variety of international stars such as Emmy Lou Harris, Peter Gabriel, Bob Dylan and the rock group U2. He was the producer of the album "The Joshua Tree" which was Rolling Stone Magazine's selection as album of the eighties. He has released two albums, *Acadie*, an ethereal, folk-driven retrospective of his musical heritage, and *For the Beauty of Wynona*.

THOMAS A. BECKETT, Q.C.

Thomas Beckett graduated from the University of Toronto School of Law with Honours in 1950. He was called to the Bar in Alberta and Ontario in 1952 and became Queen's Counsel in 1974. He practiced law in Hamilton until June 1984, when he became a Judge, assigned to the Unified Family Court. Judge Beckett has always been involved in the community, serving on the Board of Directors of the Social Planning and Research Council of Hamilton and District and the local chapter of the Canadian Civil Liberties Association. Tom Beckett's name is synonymous with the word Conservation. He served on the Hamilton Region Conservation Authority from its formation in 1966 to 1971. He was also a member and director of the Conservation Council of Ontario from 1968 to 1975. His leadership and dedication to the preservation of open space and parkland have left a permanent and uncommonly valuable legacy to the people of the Hamilton area.



HAMILTON GALLERY OF FUNCTION

.....an invitation.....

Thank you Gabe for having
the foresight & 10 years of
determination to try to get
Pavorotti to Hamilton. He
came to Hamilton, received
his one & only doctorate, had
a cold, said he would come
back, but didn't. It's
Pavorotti that is at a loss
for not having met & been
greeted by the people at
Copp's Coliseum.

We all felt sorry for the people
behind the scenes to make things
ready for Pavorotti, you included.
I'm looking forward to the Passion
Play during Holy Week, Yh. 2000.

July 14/99

Dear Gabe:

An artfully woven friendship
is ours to enjoy.

Thinking of you today with love.

From a friend to a
Friend

Love & Thank you

Sister Martina

2



13 1999

Office of the Mayor

Town of Oakville

P.O. Box 310, 1225 Trafalgar Road

Oakville, Ontario L6J 5A6

Tel. 905-338-4173 Fax. 905-815-2001

E-mail: amulvale@town.oakville.on.ca

July 14, 1999.

Mr. Gabe Macaluso,
Managing Director/CEO,
Hamilton Entertainment and Convention
Facilities, Inc.,
10 MacNab Street South,
Hamilton, Ontario. L8P 4Y3.

Dear Gabe:

You must be heart broken! What a disappointment! I refer, of course, to Pavarotti's inability to perform for the second time.

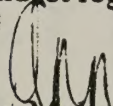
Please understand that this does not reflect on you. You did an absolute super job in following with great tenacity your quest to bring the Maestro to Hamilton.

The ticket sales clearly indicate your vision was correct. It is very, very sad that your efforts were not rewarded with the performance that would have been clearly memorable.

I appreciate all the courtesy that you and your staff extended to me. It was a pleasure to share your dream and the downside of that is that I share your disappointment.

Please don't let it ruin your summer. With or without Pavarotti, life is good and does continue.

Kindest regards,


Ann Mulvale,
MAYOR,
TOWN OF OAKVILLE.

AM/ds

Mr. S. Monzavi
Hamilton Performing Arts
Foundation
10 MacNab Street South
Hamilton, ON L8P 4Y3

16.07.1999

Dear Mr. S. Monzavi,

I would like to express my sincere thanks for your generosity in contributing to the OSOTF endowment fund. It is an honour to be a recipient of the Hamilton Performing Arts Foundation OSOTF award.

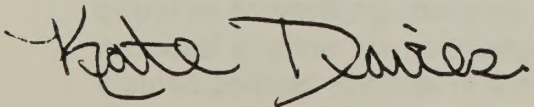
I am entering my third and final year of the Applied Music program here at Mohawk College and have made the Dean's Honour List in both my previous years. My principal instrument is the flute and I also play the piano. My career goal is to become a secondary school music teacher.

Thank you very much for contributing to my education, Mohawk College, and performing arts in Hamilton.

(I will send you an invitation for my final solo recital in April)

I would be more than happy to volunteer my time at any Hamilton Performing Arts functions if you need any assistance. Please contact me if there is anything I can help with.

Can't thank you enough,

A handwritten signature in cursive script that reads "Kate Davies". The signature is fluid and written in dark ink.

Kate Davies

3

**HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.**

REGULAR MEETING OF THE BOARD OF DIRECTORS

**Tuesday, July 6, 1999
12:00 Noon
Hamilton Convention Centre, Room 314**

MINUTES

PRESENT: Alderman T. Anderson, Chairman
Alderman B. Charters, First Vice Chairman
Mrs. M. Dow, Second Vice Chairman
Alderman R. Corsini
Alderman B. Kelly
Ms. B Campbell
Mr. P. DeCaria
Mr. R. Baboth
Mr. A. Skrypniak
Mr. F. Deys
Mr. J. Nelson

ALSO PRESENT: Mr. G. Macaluso
Mr. B. Calder
Mr. R. DiFilippo
Ms. D. Vivian
Mr. R. Rakoczy

GUEST: Mr. C. Caplan, Hamilton Bulldogs

REGRETS: Mayor R. Morrow
Mr. W. Ingleby
Mr. S. Monzavi

1. Opening Remarks

The Chairman called the meeting to order at 12:10 p.m. and thanked Board Members for agreeing to meet on short notice. Alderman Anderson summarized events.....Pavarotti will perform at Copps Coliseum Sunday, July 11th to a sold-out facility. Mr. Pavarotti and Nicoletta will arrive in Hamilton Friday, July 9th; Mr. Rudas on Sunday. Britney Spears appears at Copps Coliseum July 13th – again to a sold-out facility. It is expected that the summer will be fairly quiet. Alderman Anderson introduced Cary Caplan of the Hamilton Bulldogs who is attending the meeting presenting the Dogs' request to serve beer in the stands.

2. Correspondence

Nil

3. Minutes of Regular Meeting Held June 16, 1999

MOVED by Alderman Kelly, seconded by Mr. Deys that

THE MINUTES OF THE REGULAR MEETING HELD JUNE 16, 1999 BE APPROVED.

MOTION CARRIED.

4. Business Arising from the Minutes

4.1 Copps Coliseum : Beer in the Stands : Hamilton Bulldogs

Management's June 25th report was received. The Director of Operations/Events Delivery reiterated that if the Bulldogs' request is approved, operationally allowing the consumption of beer in sections 120 and 124 could be facilitated efficiently. Both sections are located immediately adjacent to the licenced beer gardens. The addition of two (2) security staff dedicated to these two sections would ensure that activity is monitored sufficiently.

Mr. Caplan confirmed that the Hamilton Bulldogs organization is sensitive to the fact that the team attracts a substantial number of families and that the organization is opposed to anything that may negatively impact the "family experience". Hence, the proposal to allow the consumption of beer in two sections only – on a trial basis. Mr. Caplan pointed out that of the nineteen teams in the American Hockey League, the Hamilton Bulldogs is the only team and Copps Coliseum the only facility, which does not permit beer consumption in the seats.

Should the request be granted, the Bulldogs organization will inform its season ticket holders who will have first option on the sections after which the sections will be offered for sale to the general public. All proponents of the food and beverage concessions RFP stated that this change would have no impact on the commission structure. It was specifically stated that irrespective of any problems which may be encountered, the HECFI Board or the Bulldogs organization do not want the area expanded to include additional seating sections. Consensus was that if approved and executed, reversing the decision (due to difficulties which may arise) before a reasonable trial period has transpired could be controversial. It was

MOVED by Mr. Skrypniak, seconded by Mr. Nelson that

APPROVAL BE GIVEN TO THE REQUEST PUT FORWARD BY THE HAMILTON BULLDOGS HOCKEY CLUB TO ALLOW THE CONSUMPTION OF ALCOHOLIC BEVERAGES IN THE SEATING AREA OF SECTIONS 120 AND 124 OF COPPS COLISEUM, SUBJECT TO CITY COUNCIL APPROVAL OF AN APPLICATION TO THE ALCOHOL AND GAMING COMMISSION OF ONTARIO FOR A LIQUOR LICENCE FOR STADIUM FACILITIES.

MOTION CARRIED.

5. Private and Confidential

MOVED by Ms. Campbell, seconded by Mr. DeCaria that

THE MEETING MOVE INTO AN IN-CAMERA SESSION AT 12:45 P.M.

MOTION CARRIED.

MOVED by Alderman Corsini, seconded by Alderman Charters that

THE IN-CAMERA SESSION BE ADJOURNED AT 1:10 P.M.

MOTION CARRIED.

The following resolutions were carried directly following the In-Camera Session:

Memorandum of Agreement Between HECFI and IATSE Local 129

MOVED by Mr. Deys, seconded by Mrs. Dow that

THE MEMORANDUM OF AGREEMENT BETWEEN THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC. (HECFI) AND THE INTERNATIONAL ALLIANCE OF THEATRICAL STAGE EMPLOYEES AND MOVING PICTURE TECHNICIANS, ARTISTS AND ALLIED CRAFTS OF THE UNITED STATES AND CANADA (IATSE) , LOCAL NO. 129, HAMILTON, ONTARIO, CANADA FOR THE TERM JULY 1, 1999 TO JUNE 30, 2001 BE APPROVED SUBJECT TO ACCEPTANCE BY THE MEMBERSHIP OF LOCAL 129.

MOTION CARRIED.

Food and Beverage Concession Operation : Copps Coliseum

MOVED by Mr. Skrypniak, seconded by Mrs Dow that

SODEXHO MARRIOTT SERVICES CANADA LTD. BE AWARDED THE CONTRACT AS THE FOOD AND BEVERAGE CONCESSIONAIRE AT COPPS COLISEUM FOR A FIVE (5) YEAR TERM COMMENCING AUGUST 1, 1999 AND TERMINATING JULY 31, 2004; and

THAT QUALITY STANDARDS AND PERFORMANCE MEASUREMENT PRACTICES BE DEVELOPED IN CONSULTATION WITH HECFI MANAGEMENT; and

THAT AN ANNUAL, YEAR-END REPORT BE PRESENTED TO THE BOARD OF DIRECTORS.

MOTION CARRIED.

It was agreed that the Manager of Public Relations and Promotions will be requested to develop a questionnaire pertaining to the quality of the food and beverage, customer service, etc. which can be circulated to patrons of Copps Coliseum.

6. New Business

6.1 City of Hamilton : Region of Abruzzo, Italy

MOVED by Mr. Nelson, seconded by Ms. Campbell that

THE CHAIRMAN OF THE BOARD OR HIS DESIGNATE BE AUTHORIZED TO TRAVEL TO ITALY FOR THE PURPOSE OF CREATING AN EVENT IN CONJUNCTION WITH THE TWIN CITIES OF ABRUZZO REGION IN CELEBRATION OF THE MILLENIUM.

MOTION CARRIED.

7. Other Business

Nil

8. Date of Next Meeting

At the Call of the Chair

9. Adjournment

The meeting adjourned at 1:20 p.m.

TAKEN AS READ AND APPROVED

Alderman T. Anderson, Chair

Patricia Bennett, Secretary



Financial Summary
For The Eight Month Period Ended August 31, 1999

**Actual Results For
The Eight Month
Period Ended
August 31, 1998**

		(1) <u>Budget</u>	(2) <u>Actual</u>	(3) Favourable <Unfavourable> <u>Budget Variance</u>
\$4,515,148	Revenue	\$4,860,297	\$5,170,263	\$309,966
<u>6,250,268</u>	Expenses	<u>6,333,969</u>	<u>6,252,697</u>	<u>81,272</u>
	Excess of Expenses			
<u>\$1,735,120</u>	Over Revenue From Operations	<u>\$1,473,672</u>	<u>\$1,082,434</u>	<u>\$ 391,238</u>

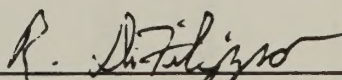
Comments:

HECFI's municipal contribution was under-expended by \$391,238 (see row 3, column 3 above) for the eight month period ended August 31, 1999. This represents an increase of \$75,526 in the under-expended amount for the month of August.

The favourable results for the month arose mainly due to higher than anticipated revenue being generated at all three facilities.

The favourable results for the eight month period arose primarily due to higher than anticipated activity levels at the Hamilton Convention Centre and Copps Coliseum.

Please note that it is the policy of the City of Hamilton not to charge its Departments, related Boards and Commissions with their utility and related overhead charges. Accordingly, these financial results do not reflect these costs.



Mr. Rick DiFilippo, C.A.
Manager of Business Services

21 September 1999

Copps
Coliseum

CONSOLIDATED STATEMENT OF REVENUE AND EXPENSES

	Budgeted		Actual		Favourable/ (Unfavourable)		Actual	
	Operating Results For The Eight Month Period Ended August 31, 1999	Operating Results For The Eight Month Period Ended August 31, 1998	Operating Results For The Eight Month Period Ended August 31, 1999	Operating Results For The Eight Month Period Ended August 31, 1998	Amount	%	Operating Results For The Eight Month Period Ended August 31, 1998	Operating Results For The Eight Month Period Ended August 31, 1998
REVENUE	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
RENTAL, LICENCE FEES AND SHOW REVENUE	\$1,423,270	\$921,080	\$1,231,448	\$310,368	33.7%	\$928,238		
OTHER RENTALS	455,880	303,851	281,599	(22,252)	-7.3%	283,245		
FOOD, BEVERAGE AND CONCESSIONS	2,389,550	1,302,212	1,466,363	164,151	12.6%	1,360,413		
RECOVERIES	2,982,940	1,861,498	1,724,415	(137,083)	-7.4%	1,533,119		
BOX OFFICE	390,290	281,780	283,035	1,245	0.4%	252,949		
OTHER	345,490	189,866	183,403	(6,463)	-3.4%	156,184		
TOTAL REVENUE	\$7,987,430	\$4,860,297	\$5,170,263	\$309,966	6.4%	\$4,515,145		
EXPENSES BY DEPARTMENT / SECTION								
OPERATIONS-ADMINISTRATION	\$273,270	\$184,881	\$184,383	\$498	0.3%	\$178,277		
FOOD AND BEVERAGE	1,898,110	1,059,552	1,196,925	(137,373)	-13.0%	1,128,710		
EVENTS DELIVERY	2,820,100	1,757,556	1,690,168	(132,632)	-7.5%	1,684,860		
BUILDING OPERATIONS	1,698,650	1,130,227	1,150,957	(20,730)	-1.8%	1,108,276		
MARKETING AND PROMOTION	1,978,230	1,274,196	987,963	306,233	24.0%	1,021,410		
ADMINISTRATION-CEO/BOARD	507,650	335,851	324,482	11,369	3.4%	334,394		
PROFESSIONAL FEES	34,040	13,338	(420)	13,758	103.1%	21,805		
BUSINESS SERVICES	409,560	271,371	258,189	13,182	4.9%	425,061		
BOX OFFICE	357,370	245,431	225,024	20,407	8.3%	306,508		
INSURANCE	92,360	61,568	55,006	6,562	10.7%	61,167		
TOTAL EXPENSES	\$10,070,340	\$6,333,969	\$6,252,897	\$81,272	1.3%	\$6,250,268		
EXCESS OF EXPENSE OVER								
REVENUE FROM OPERATIONS	\$2,082,910	\$1,473,672	\$1,082,434	\$391,238	26.5%	\$1,735,120		
CONTRIBUTION FROM THE CITY	\$2,082,910	\$1,473,672	\$1,473,672	\$0	0.0%	\$1,727,541		
UNDER (OVER) EXPENDED								
MUNICIPAL CONTRIBUTION	\$0	\$0	\$391,238	\$391,238	0.0%	(\$7,579)		

NOTE: It is the policy of the City of Hamilton not to charge its Departments, related Boards and Commissions with their utility and related overhead charges. Accordingly, these financial results do not reflect these costs.

**STATUS REPORT ON HECFI REVENUE
FOR THE EIGHT MONTH PERIOD ENDED AUGUST 31, 1999**

	<u>Hamilton Convention Centre</u>		<u>Hamilton Place</u>		<u>Copps Coliseum</u>		<u>Corporate*</u>		<u>TOTAL HECFI</u>	
	Current Month	Year to Date	Current Month	Year to Date	Current Month	Year to Date	Current Month	Year to Date	Current Month	Year to Date
1999 Actual	243,570	1,805,159	27,394	670,516	121,743	2,405,487	16,773	289,101	409,480	5,170,263
1999 Budget **	131,902	1,386,168	4,561	743,110	106,813	2,447,729	250	283,290	243,526	4,860,297
Favorable/ (Unfavorable) Variance	111,668	418,991	22,833	(72,594)	14,930	(42,242)	16,523	5,811	165,954	309,966

COMPARISON TO PRIOR YEAR'S ACTUALS

	<u>Hamilton Convention Centre</u>		<u>Hamilton Place</u>		<u>Copps Coliseum</u>		<u>Corporate*</u>		<u>TOTAL HECFI</u>	
	Current Month	Year to Date	Current Month	Year to Date	Current Month	Year to Date	Current Month	Year to Date	Current Month	Year to Date
1999 Actual	243,570	1,805,159	27,394	670,516	121,743	2,405,487	16,773	289,101	409,480	5,170,263
1998 Actual	61,990	1,525,509	13,285	748,406	135,393	1,986,396	280	254,837	210,948	4,515,148
Favorable/ (Unfavorable) Variance	181,580	279,650	14,109	(77,890)	(13,650)	419,091	16,493	34,264	198,532	655,115

* Corporate revenue includes revenue common to two or all three facilities, such as interest revenue, gift certificates, box office revenue, etc.

** The monthly and year to date revenue budgets represent targets established by the Marketing and Sales Department.

Prepared by the Business Services Department



CAY ON HBL V89

ASSN

1999

HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.

REGULAR MEETING OF THE BOARD OF DIRECTORS

**URBAN
MUNICIPAL**

**Wednesday, October 27, 1999
12:00 Noon
Hamilton Convention Centre
Room 314**

ORDER OF BUSINESS

DECLARATION OF CONFLICT OF INTEREST

1. Opening Remarks

ACTION ITEMS

INFORMATION ITEMS

2. Correspondence Attachment 2
3. Minutes of Regular Meeting Held September 29, 1999 Attachment 3
 - 3.1 Errors or Omissions
 - 3.2 Motion for Approval
4. Business Arising from the Minutes
5. Reports
 - 5.1 Financial Summary for the Nine Month Period Ended September 30, 1999 Attachment 5.1
6. Private and Confidential
7. New Business
8. Other Business
9. Date of Next Meeting: Wednesday, November 24, 1999
10. Adjournment

OUTSTANDING BUSINESS

-
- (i) Results of Comprehensive Study : Parking Facilities Adjacent to HECFI Facilities
-

October 22, 1999
Patricia Bennett
Legislative Assistant

Dear Mr. Macaluso
I wanted to say Thank You
for all the hard work
you put into getting
Hamilton Street Entertainment!
Sometimes people forget that
bands don't just show up,
I give you credit for the
effort you put in even trying
to get the Back Street Boys.
Monday Night we saw our
favorite Leafs play and I
was amazed at the enthusiasm
the crowd had for our exhibition
game. Thank You Again

Linda
Carl.

Mr. Macaluso

I hope you know
how much your effort
is appreciated!

Thanks Again!

From

The Carl Family

2

THE CHURCH OF JESUS CHRIST OF LATTER-DAY SAINTS
OFFICE OF THE FIRST PRESIDENCY
47 EAST SOUTH TEMPLE STREET, SALT LAKE CITY, UTAH 84150-1000

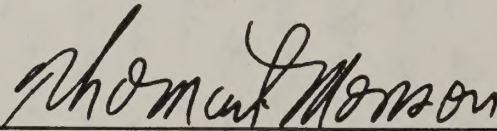
September 23, 1999

David Kelley
Manager of Events
Copps Coliseum
101 York Blvd
Hamilton, ON L8R 3L4

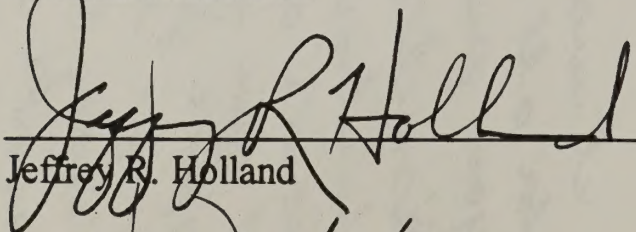
Dear Mr. Kelley:

Once again you and your staff provided not only an outstanding facility for our Regional Conference of the Church, but every consideration for our needs and appropriate environment were considered so admirably as well. We thank you for the wonderful morning in Hamilton, enhanced and strengthened by your preparations for our meeting in your beautiful coliseum. We were especially pleased with the quality of sound to facilitate the speakers and the choir throughout our conference. We appreciate your thoughtful and professional manner of executing all aspects of our program.

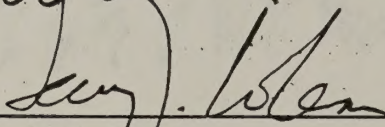
Sincerely yours,



Thomas S. Monson



Jeffrey R. Holland



Gary J. Coleman

DUNSBY

• Property Inspections •



September 29, 1999

HECFI
10 MacNab Street South
Hamilton, Ontario
L8P 4Y3

Att: Gabe Macaluso

Dear Gabe,

On behalf of Brian Nason, Provincial Mortgage Services, Jim & Sheila Drury, The Hamilton Mountain Keg, and myself, I would like to thank you for your contribution to our second annual charity golf tournament.

The tournament was held at Glancaster Golf Club on September 22nd, and was attended by eighty golfers who enjoyed good weather on the course and a great dinner at The Keg. The private box for the ice show that you donated was used in a raffle to raise additional funds. This was a great help towards the overall success of the event.

Once again this year the funds raised will go to The Children's Hospital Fund.

Yours truly,

Brock Dunsby

CACP ACCP

DESTINATION 2000

P.O. Box 1060, LCD1, 155 King William Street, Hamilton, ON L8N 4C1
 Tel.: (905) 540-5200 Fax: (905) 546-2900 Email: caccp99@hamilton-went.on.ca

October 5, 1999

Mr. Gabe Macaluso
 10 McNab St. S.
 Hamilton, On
 L8P 4Y3

Dear Gabe:

Re: Canadian Association of Chiefs of Police Annual Conference

The 94th Annual Canadian Association of Chiefs of Police Conference (CACCP) has come and gone, but I could not let it go by without passing on my gratitude and appreciate to your staff members, Irene Gaudett and Peter Kopatch. Irene and Peter worked very closely with my committee prior and during the Conference and their commitment to quality service was very apparent.

From the VIP party at the Studio Theatre, to the Closing Galla, Irene and Peter made our guest truly believe that Hamilton is the place to have Conferences. The evening on Common Wealth Square will be talked about for years to come as all your Conference Staff pulled off one of the best Conference that these Delegates have ever attended. Irene and Peter's assistance helped in making this conference a professional event and by raising the bar for other Conferences to follow.

I also want to thank you for your cooperation and assistance during conference. You and your staff assisted in the planning stages, as well as staging the actual events. Your staff showed professionalism and commitment to make this conference a success. The Hamilton Convention Centre and your staff are certainly one of Hamilton's Treasures. Thank you for being part of the 94th Annual Chief's of Police Conference

TERRY SULLIVAN
SUPERINTENDENT
 Coordinator
 Direct: (905) 546-4702

ALICE AYLIFFE
 Registration
 Direct: (905) 546-4710

LYNDA BOWEN
SUPERINTENDENT
 Professional Program
 Direct: (905) 546-3804

BRIAN MULLAN
SUPERINTENDENT
 Transportation
 Direct: (905) 546-4706

BOB BUCK
INSPECTOR
 Events and Protocol
 Direct: (905) 546-4722

PAUL MORRISON
STAFF SERGEANT
 Exhibits and Sponsors
 Direct: (905) 540-5200

KEN LEENDERTSE
INSPECTOR
 Social Program
 Direct: (905) 546-4707

WENDY SULLIVAN
 Companion Program
 Direct: (905) 765-2155

DAN BUIST
 Accountant
 Direct: (905) 546-4708

MARY LOU DINGLE
 Board Member
 Direct: (905) 528-5936

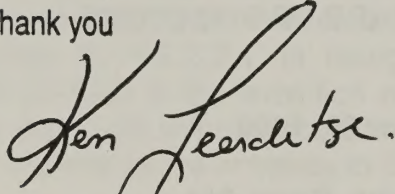
JUDI EMERSON
 Board Member
 Direct: (905) 525-7259

DILNA KHORY
 Tourism & Conventions
 Direct: (905) 546-2625

KEN ROBERTSON
CHIEF OF POLICE
 Direct: (905) 546-4700

As the Social Chairman for the CACP Conference I would ask that you please pass on my appreciation and accolades to Irene and Peter for their commitment to excellence.

Thank you

A handwritten signature in black ink, reading "Ken Leenderse". The signature is fluid and cursive, with a large loop at the end of the last name.

Ken Leenderse
Inspector
Executive Officer for the Chief

cc. Irene Gaudet
Peter Kopatch

3

**HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.**

REGULAR MEETING OF THE BOARD OF DIRECTORS

**Wednesday, September 29, 1999
12:00 Noon
Hamilton Convention Centre, Room 314**

MINUTES

PRESENT:

Alderman T. Anderson, Chairman
Alderman B. Charters, First Vice Chairman
Mrs. M. Dow, Second Vice Chairman
Alderman R. Corsini
Alderman B. Kelly
Ms. B. Campbell
Mr. B. Ingleby
Mr. P. DeCaria
Mr. R. Baboth
Mr. A. Skrypniak
Mr. F. Deys
Mr. S. Monzavi

ALSO PRESENT:

Mr. G. Macaluso
Mr. B. Calder
Mr. R. DiFilippo
Ms. D. Vivian
Ms. J. Mills
Mr. S. Farrauto
Mr. R. Rakoczy

REGRETS:

Mayor R. Morrow
Mr. J. Nelson

1. Opening Remarks

Alderman Anderson called the meeting to order at 12:00 Noon. Circulation of the 1998 Annual Report was noted. Also noted was the receipt of a commemorative plaque received by Debra Vivian on behalf of H.E.C.F.I. from CARAS. The plaque was presented to H.E.C.F.I. in recognition of its support, encouragement and guidance to CARAS in the evolution of the production of the Juno awards event. The Rodeo was held without incident – groups concerned with cruelty to animals handed out material at the entrance to Copps Coliseum.

Despite assurances by Sodexho Marriott to management, concessions at Copps Coliseum were not operating at a basic-requirement level for the NHL Exhibition game Monday, September 27th – there was insufficient product; staffing; cash floats; and no hawkers in the stands. The CEO has forwarded formal correspondence to the President of Sodexho Marriott Services Canada Ltd. outlining all of the problems which were observed and potential lost revenue. A meeting with Sodexho President, Gary Knox, has been scheduled to take place September 30th. The CEO will clearly state the level of dissatisfaction with Sodexho's performance and will address its failure to meet promises of improved performance made during the bid presentation to the HECFI Board.

A. Operations Committee Third Report

1. Renovations to Dressing Room No. 1 at Copps Coliseum

MOVED by Mr. Skrypniak, seconded by Mrs. Dow that

MANAGEMENT BE DIRECTED TO PROCEED WITH RENOVATIONS TO DRESSING ROOM NO. 1 AT COPPS COLISEUM AND THAT THE PROJECT BE FUNDED FROM THE CURRENT OPERATING BUDGET AT A COST NOT TO EXCEED \$45,000.

MOTION CARRIED.

2. Ten (10) Year 2000 to 2009 Provisional Capital Budget Programme

MOVED by Mr. DeCaria, seconded by Mr. Deys that

THE CAPITAL PROJECTS LISTED IN THE TEN (10) YEAR 2000 – 2009 PROVISIONAL CAPITAL BUDGET PROGRAMME BE APPROVED AS AMENDED BY THE H.E.C.F.I. BOARD OF DIRECTORS; and

THAT THESE CAPITAL PROJECTS BE REVIEWED BY THE CORPORATE MANAGEMENT TEAM AND THE BUDGET STEERING COMMITTEE FOR CONSIDERATION BY THE COMMITTEE OF THE WHOLE.

MOTION CARRIED.

3. HP: Supply and Installation of Carpet and Wallcovering

MOVED by Mr. Baboth, seconded by Mr. Ingleby that

THE PURCHASE ORDER ISSUED TO THE LOWEST OF THREE BIDDERS, VARTANIAN RUGS LTD., STONEY CREEK FOR THE SUPPLY AND INSTALLATION OF CARPET AND WALLCOVERING REQUIRED AT HAMILTON PLACE IN THE TOTAL AMOUNT OF \$161,833.93 INCLUDING ALL APPLICABLE TAXES, BE RATIFIED AND THAT THIS EXPENDITURE BE CHARGED TO CAPITAL BUDGET ACCOUNT NO. CF 5200 929941070.

MOTION CARRIED.

B. Finance and Administration Fourth Report

1. Financing for the Ten (10) Year (2000-2009) Provisional Capital Budget Programme

MOVED by Mr. Monzavi, seconded by Alderman Charters that

THE TEN (10) YEAR (2000 – 2009) PROVISIONAL CAPITAL BUDGET PROGRAMME FOR THE RONALD V. JOYCE CENTRE FOR THE PERFORMING ARTS AT HAMILTON PLACE BE FINANCED FROM RESERVE FUND ACCOUNT NUMBER CH 102025 FOR THE RONALD V. JOYCE CENTRE FOR THE PERFORMING ARTS; and

THAT THE TEN (10) YEAR (2000 – 2009) PROVISIONAL CAPITAL BUDGET PROGRAMME FOR COPPS COLISEUM AND THE HAMILTON CONVENTION CENTRE BE FINANCED FROM H.E.C.F.I.'S RESERVE FOR CAPITAL PROJECTS ACCOUNT NUMBER CH 100025 SUBJECT TO THE AVAILABILITY OF FUNDS IN THE RESERVE.

MOTION CARRIED.

2. Box Office Restructuring

MOVED by Ms. Campbell, seconded by Mr. Ingleby that

THE TWO FULL-TIME BOX OFFICE CLERK POSITIONS (SALARY GRADE 7 - \$25,046.84 - \$29,316.56) BE DELETED FROM STAFF COMPLEMENT; and

THAT AN ADDITIONAL BOX OFFICE SUPERVISOR POSITION BE CREATED (SALARY GRADE 12 - \$35,719.32 - \$41,980.12); and

THAT ANNE MORAVAC BE APPOINTED TO THE BOX OFFICE SUPERVISOR POSITION.

MOTION CARRIED.

C. 2000 H.E.C.F.I. Operating Budget

The Board received management's September 10th report. The Manager of Business Services highlighted the report with the following:

- Council mandated every department/local Board to submit a budget which reflects a minimum decrease from 1999 levels of 4.7% (\$97,900) in its required Municipal Contribution;
- HECFI's 2000 final Operating Budget shows a 4.8% (\$100,000.) decrease;
- revenue targets for Cops Coliseum and the Convention Centre have been increased;
- 33 full-time positions have been eliminated since 1990 resulting in a lowered overhead cost in 2000 dollars by approximately \$1,674,000;
- in constant dollars HECFI's municipal contribution since 1986 has been reduced by \$1,404,444 or 41.5%;
- initial discussion has taken place with the Treasury Department to review the manner in which HECFI's capital budgets beyond the year 2001 will be financed, among these being an allocation of a capital provision line in the operating budget; reallocation of OMERS savings; and debenturing;
- management was advised that for future budgets (once amalgamation has been achieved) municipal/regional council will be addressing the finance of capital projects for Boards and Commissions on a global basis. It was

MOVED by Mr. Monzavi, seconded by Alderman Corsini that

THE 2000 FINAL OPERATING BUDGET WHICH PROVIDES FOR A MUNICIPAL CONTRIBUTION OF \$1,982,910.00 (REPRESENTING A DECREASE OF \$100,000.00 OR 4.8% FROM THE 1999 OPERATING BUDGET) BE APPROVED.

MOTION CARRIED.

D. Community Dinner: Canadian Football Hall of Fame Induction Dinner,
October 15, 1999, HCC

Management's August 19th report was received. It was

MOVED by Alderman Kelly, seconded by Mr. Skrypniak that

THE H.E.C.F.I. BOARD OF DIRECTORS PURCHASE A TABLE OF TEN TO THE CANADIAN FOOTBALL HALL OF FAME INDUCTION DINNER, FRIDAY, OCTOBER 15TH AT THE CONVENTION CENTRE AT A COST NOT TO EXCEED \$700.

MOTION CARRIED.

E. Community Dinner: Hamilton Gallery of Distinction 1999 Induction
Ceremonies Wednesday, November 10, 1999, HCC

Management's September 23rd report was received. It was

MOVED by Alderman Charters, seconded by Mr. DeCaria that

THE H.E.C.F.I. BOARD OF DIRECTORS PURCHASE A TABLE OF TEN TO THE ANNUAL GALLERY OF DISTINCTION INDUCTEES DINNER, WEDNESDAY, NOVEMBER 10TH AT THE CONVENTION CENTRE AT A COST NOT TO EXCEED \$650.

MOTION CARRIED.

2. Correspondence

MOVED by Ms. Campbell, seconded by Mr. Ingleby that

CORRESPONDENCE FROM SISTER MARTINA, OAKVILLE MAYOR ANN MULVALE AND KATE DAVIES BE RECEIVED.

MOTION CARRIED.

3. Minutes of Regular Meeting Held July 6, 1999

MOVED by Mrs. Dow, seconded by Mr. Baboth that

THE MINUTES OF THE REGULAR MEETING HELD JULY 6, 1999 BE APPROVED.

MOTION CARRIED.

4. Business Arising from the Minutes

Nil

5. Reports

5.1 Financial Summary for the Eight Month Period Ended August 31, 1999

The Manager of Business Services presented the financial summary which documents an under-expended municipal contribution of \$391,238. as at August 31, 1999. This represents an increase of \$75,526. for the month of August. The favourable results arose mainly due to higher than anticipated revenue being generated by all three facilities.

Discussion ensued respecting future concert bookings and the CEO reported that in discussions with promoters it is evident that although the concert market is currently somewhat soft, the HECFI facilities will obtain a reasonable number of future concerts. It was noted that Maple Leaf Gardens will no longer compete in the concert business but that in 2001 the CNE will have been retrofitted and will add to competition. An increase in wedding business at the Convention Centre has been attributed to the wedding exposure as a result of production of Toni 'n Tina's Wedding at the Convention Centre and as well, to former business clients making personal arrangements because of their previous exposure to the Convention Centre. Staff was commended for its consistent efforts in marketing and selling the three facilities.

MOVED by Mr. Monzavi, seconded by Mr. Skrypniak that

THE FINANCIAL SUMMARY FOR THE EIGHT MONTH PERIOD ENDED AUGUST 31, 1999 BE RECEIVED.

MOTION CARRIED.

6. Private and Confidential

Nil

7. New Business

7.1 Memorandum of Settlement Between HECFI and United Food and Commercial Workers International Union, Local 333, at the Hamilton Convention Centre

MOVED by Alderman Charters, seconded by Alderman Corsini that

THE MEMORANDUM OF SETTLEMENT DATED JULY 12, 1999 BETWEEN HECFI AND UNITED FOOD AND COMMERCAIL WORKERS INTERNATIONAL UNION LOCAL 333, AT THE CONVENTION CENTRE BE APPROVED.

MOTION CARRIED.

8. Other Business

8.1 Liquor Licence : Sections 120 and 124 at Copps Coliseum

The application process is being followed up diligently by staff.

8.2 Scoreclock : Copps Coliseum

The CEO has had discussion Jim Mitchell of Neon Products who has confirmed an installation to occur the second week in November as opposed to the October 4th installation period committed to during its presentation to the Board of Directors. Further, Mr. Mitchell reported that additional delays could occur because of the earthquake in Taiwan. Mr. Macaluso advised that video and signage spots which have been sold based on the October 4th installation date now have to be renegotiated. Engineers have examined the hoisting system at Copps Coliseum and determined that it will be in good working order in time for the installation. It was noted that scheduling the installation could cause further difficulties because of the five day time frame required – this restricts staff from booking new events.

The Board expressed disappointment and concern and suggested that the City/Regional Law Department be consulted in respect of forwarding a letter to Neon Products. It was also reiterated that in future all contracts include performance clauses which include penalties.

8.3 Wall of Fame : Copps Coliseum

Alderman Kelly reported that with the aid of federal funding, there will be some refurbishing done to the Wall of Fame including the addition of a new picture of Mario Lemieux's Canada Cup winning goal; and the relocation of the Media Wall of Fame to the concourse level adjacent to Box 108.

8.4 Interlocking Brick : Exterior of Copps Colisem

Various disabled groups have expressed concern regarding the interlocking brick on the exterior of Copps Coliseum. The Director of Operations/Events Delivery reported that repairs have taken place on the interlocking brick on Bay Street; additional work is required on York Blvd. The CEO advised that HECFI spends approximately \$30,000. annually on repairs to the interlocking bricks. Management was directed to formally request the Department of Public Works to include the cost of repaving the areas around the facility.

8.5 Hamilton Place Exterior Doors

The CEO reported that funding to repair the Hamilton Place exterior doors in order to enable them to be more easily opened has been included in the 2000 budget.

8.6 Lighting : Jackson Square Plaza Level

In response to concerns expressed by patrons crossing the Plaza following an event at Copps Coliseum, the CEO will contact management of Yale Properties to request that on event nights the plaza level be illuminated.

9. Date of Next Meeting

Wednesday, October 27, 1999

10. Adjournment

The meeting adjourned at 1:10 p.m.

TAKEN AS READ AND APPROVED

Alderman T. Anderson, Chair

Patricia Bennett, Secretary



Financial Summary
For The Nine Month Period Ended September 30, 1999

**Actual Results For
The Nine Month
Period Ended
September 30, 1998**

		(1) <u>Budget</u>	(2) <u>Actual</u>	(3) Favourable <Unfavourable> <u>Budget Variance</u>
\$5,033,635	Revenue	\$5,449,341	\$5,706,819	\$257,478
<u>7,003,559</u>	Expenses	<u>7,160,884</u>	<u>7,014,562</u>	<u>146,322</u>
	Excess of Expenses			
<u>\$1,969,924</u>	Over Revenue From Operations	<u>\$1,711,543</u>	<u>\$1,307,743</u>	<u>\$ 403,800</u>

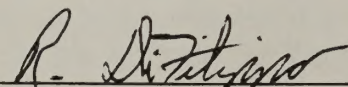
Comments:

HECFI's municipal contribution was under-expended by \$403,800 (see row 3, column 3 above) for the nine month period ended September 30, 1999. This represents an increase of \$12,562 in the under-expended amount that was reported to you last month for the eight month period ended August 31, 1999.

The favourable results for the month arose primarily as a result of higher than anticipated revenues being generated at Copps (mainly as a result of the rodeo).

The favourable results for the nine month period ended September 30, 1999 were a result of higher than anticipated revenues being generated at the Hamilton Convention Centre and at Copps Coliseum.

Please note that it is the policy of the City of Hamilton not to charge its Departments, related Boards and Commissions with their utility and related overhead charges. Accordingly, these financial results do not reflect these costs.



Mr. Rick DiFilippo, C.A.
Manager of Business Services

19 October 1999

*Copps
Coliseum*

THE HAMILTON ENTERTAINMENT AND CONVENTION FACILITY INC.
CONSOLIDATED STATEMENT OF REVENUE AND EXPENSES

	Actual Operating Results For The Nine Month Period Ended September 30, 1999	Budgeted Operating Results For The Nine Month Period Ended September 30, 1999	(1)	(2)	(3)	(4)	(5)	(6)
	Actual Operating Results For The Nine Month Period Ended September 30, 1999	Budgeted Operating Results For The Nine Month Period Ended September 30, 1999	(1)	(2)	(3)	(4)	(5)	(6)
REVENUE								
RENTAL, LICENCE FEES AND SHOW REVENUE			\$1,423,270	\$1,022,520	\$1,365,774	\$343,254	33.6%	\$1,019,057
OTHER RENTALS			455,890	337,833	311,806	(26,027)	-7.7%	317,802
FOOD, BEVERAGE AND CONCESSIONS			2,388,550	1,525,662	1,640,451	114,789	7.5%	1,557,516
RECOVERIES			2,982,940	2,047,700	1,860,981	(186,719)	-9.1%	1,662,349
BOX OFFICE			390,290	312,135	319,909	7,774	2.5%	284,300
OTHER			345,490	203,491	207,898	4,407	2.2%	192,611
TOTAL REVENUE			\$7,987,430	\$5,449,341	\$5,706,819	\$257,478	4.7%	\$5,033,635
EXPENSES BY DEPARTMENT / SECTION								
OPERATIONS-ADMINISTRATION			\$273,270	\$206,990	\$207,708	(\$718)	-0.3%	\$201,495
FOOD AND BEVERAGE			1,899,110	1,258,415	1,368,547	(111,132)	-8.8%	1,277,742
EVENTS DELIVERY			2,820,100	1,934,323	2,046,466	(112,143)	-5.8%	1,855,351
BUILDING OPERATIONS			1,698,650	1,268,836	1,323,128	(54,292)	-4.3%	1,283,228
MARKETING AND PROMOTION			1,978,230	1,447,214	1,105,386	341,828	23.6%	1,127,604
ADMINISTRATION-CEO/BOARD			507,650	381,176	359,449	21,727	5.7%	370,673
PROFESSIONAL FEES			34,040	15,003	(420)	15,423	102.8%	22,617
BUSINESS SERVICES			409,560	305,453	288,196	17,257	5.6%	466,311
BOX OFFICE			357,370	274,210	253,442	20,768	7.6%	330,071
INSURANCE			92,360	69,264	61,660	7,604	11.0%	68,467
TOTAL EXPENSES			\$10,070,340	\$7,160,884	\$7,014,562	\$146,322	2.0%	\$7,003,559
EXCESS OF EXPENSE OVER REVENUE FROM OPERATIONS			\$2,082,910	\$1,711,543	\$1,307,743	\$403,800	23.6%	\$1,969,924
CONTRIBUTION FROM THE CITY			\$2,082,910	\$1,711,543	\$1,711,543	\$0	0.0%	\$1,947,685
UNDER (OVER) EXPENDED								
MUNICIPAL CONTRIBUTION			\$0	\$0	\$403,800	\$403,800	0.0%	(\$22,229)

NOTE: It is the policy of the City of Hamilton not to charge its Departments, related Boards and Commissions with their utility and related overhead charges. Accordingly, these financial results do not reflect these costs.

**STATUS REPORT ON HECFI REVENUE
FOR THE NINE MONTH PERIOD ENDED SEPTEMBER 30, 1999**

	<u>Hamilton Convention Centre</u>			<u>Hamilton Place</u>			<u>Copps Coliseum</u>			<u>Corporate *</u>			<u>TOTAL HECFI</u>	
	Current Month	Year to Date	Current Month	Year to Date	Current Month	Year to Date	Current Month	Year to Date	Current Month	Year to Date	Current Month	Year to Date	Current Month	Year to Date
1999 Actual	224,806	2,029,965	82,788	753,304	189,551	2,595,038	189,551	2,595,038	39,411	328,512	536,556	5,706,819	536,556	5,706,819
1999 Budget **	282,695	1,668,863	142,771	885,881	133,233	2,580,962	133,233	2,580,962	30,345	313,635	589,044	5,449,341	589,044	5,449,341
Favorable/ (Unfavorable) Variance	(57,889)	361,102	(59,983)	(132,577)	56,318	14,076	56,318	14,076	9,066	14,877	(52,488)	257,478	(52,488)	257,478

COMPARISON TO PRIOR YEAR'S ACTUALS

	<u>Hamilton Convention Centre</u>			<u>Hamilton Place</u>			<u>Copps Coliseum</u>			<u>Corporate *</u>			<u>TOTAL HECFI</u>	
	Current Month	Year to Date	Current Month	Year to Date	Current Month	Year to Date	Current Month	Year to Date	Current Month	Year to Date	Current Month	Year to Date	Current Month	Year to Date
1999 Actual	224,806	2,029,965	82,788	753,304	189,551	2,595,038	189,551	2,595,038	39,411	328,512	536,556	5,706,819	536,556	5,706,819
1998 Actual	189,979	1,715,488	34,320	782,726	262,827	2,249,223	262,827	2,249,223	31,361	286,198	518,487	5,033,635	518,487	5,033,635
Favorable/ (Unfavorable) Variance	34,827	314,477	48,468	(29,422)	(73,276)	345,815	(73,276)	345,815	8,050	42,314	18,069	673,184	18,069	673,184

* Corporate revenue includes revenue common to two or all three facilities, such as interest revenue, gift certificates, box office revenue, etc.

** The monthly and year to date revenue budgets represent targets established by the Marketing and Sales Department.

Prepared by the Business Services Department

CAY ON HBL V89

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2000

HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.

URBAN
MUNICIPAL

REGULAR MEETING OF THE BOARD OF DIRECTORS



Monday, December 20, 1999
12:00 Noon
Hamilton Convention Centre
Room 314

URBAN MUNICIPAL

FEB 04 2000

GOVERNMENT DOCUMENTS

ORDER OF BUSINESS

DECLARATION OF CONFLICT OF INTEREST

1. Opening Remarks

ACTION ITEMS

A. 2000 Marketing Plan

Attachment A

B. Community Dinner : 49th Annual B'Nai Brith Sports Celebrity Dinner
February 7, 2000, Convention Centre

Attachment B

INFORMATION ITEMS

2. Correspondence

Nil

3. Minutes of Regular Meeting Held November 24, 1999

Attachment 3

3.1 Errors or Omissions

3.2 Motion for Approval

4. Business Arising from the Minutes

5. Reports

5.1 Financial Summary for the Eleven Month Period
Ended November 30, 1999

Circulated at
Meeting

5.2 Report from Director of Operations/Events Delivery

Attachment 5.1 5.3

5.3 Confirmed Events - December 1999 - February 2000

Attachment 5.2 5.3

6. Private and Confidential

7. New Business

8. Other Business

9. Date of Next Meeting: Wednesday, January 26, 2000 or
At the Call of the Chair

10. Adjournment

OUTSTANDING BUSINESS

(i) Results of Comprehensive Study : Parking Facilities Adjacent to HECFI Facilities

December 15, 1999
Patricia Bennett
Legislative Assistant

URBAN MUNICIPAL

FEB 21 1900

GOVERNMENT DOCUMENTS

B

MEMO TO: H.E.C.F.I. BOARD OF DIRECTORS

FROM: Gabe Macaluso
Managing Director/CEO:

DATE: 1999 December 15

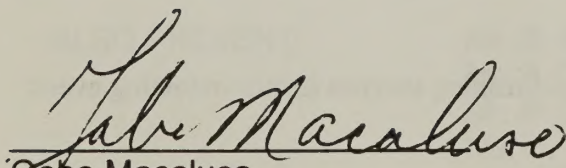
SUBJECT: **COMMUNITY DINNER : 49th Annual B'Nai Brith
Sports Celebrity Dinner : Monday, February 7, 2000
Hamilton Convention Centre**

RECOMMENDATION:

THAT THE BOARD OF DIRECTORS PURCHASE A TABLE OF TEN AT A COST NOT TO EXCEED \$1,000. TO THE 49th ANNUAL B'NAI BRITH SPORTS CELEBRITY DINNER TO BE HELD AT THE HAMILTON CONVENTION CENTRE FEBRUARY 7, 2000.

BACKGROUND:

- The B'Nai Brith Sports Celebrity Dinner traditionally holds its function at the Convention Centre and the HECFI Board has had a presence at this prestigious function.
- Funds are available in the Board's allocation for meetings and receptions.


Gabe Macaluso
Managing Director/CEO



49TH ANNUAL SPORTS CELEBRITY DINNER

VICEROY READING LODGE
Number 886, Hamilton, Ontario

Monday, February 7th, 2000 • Hamilton Convention Centre

NOV 2 2 1999

All correspondence to: Irene c/o
New Horizon Homes
69 John Street South, Suite 310
Hamilton, Ontario L8N 2B9
(905) 777-0000 ext:20

COMMITTEE HALL OF FAME

Paul Smurlick - Founder

Harry Foster

Paul Hanover

Leslie Levitt

Gord Zack

November 1, 1999

HECFI

101 York Blvd.

Hamilton, ON

L8A 3L4

INNER CHAIRMAN

Jeff Paikin

Attn: Ms. Pat Bennett

Dear Pat:

COMMITTEE

Suppy Katz

Howard Eisenberg

Ray Rosenblatt

Harvin Cohen

Al Cowitz

Harry Waxman

Stephen Foster

Paul Yanover

Richard Levy

Harvey Katz

Jeff Levy

Harry Katzman

George McCarter

Carolyn Molot

Ra Greenspoon

Gary Minden

Howell Richter

& C Artists Inc.

Barren Richarz

Don Edwards

It is once again time to say thanks to our community for your support at the 1999 B'Nai Brith Sports Celebrity Dinner. Through your participation we have been able to make significant contributions over the years to the building funds of our three major Hamilton Hospitals, Ronald McDonald Building Fund, YMCA Building Fund, Shalom Village, The Hamilton-Wentworth Regional Cancer Clinic and many, many more worthwhile local charities.

This year, the dinner will take place **Monday February 7, 2000 at the Hamilton Convention Center**, and our entire committee looks forward to your continuing participation.

In conjunction with the Spectator, we will be honouring our outstanding 1998-99 High School Athletes-of-the-Year. The head table will be led by emcee and Leaf radio colour commentator Jim Ralph, with All-Star goaltender Curtis Joseph of the Toronto Maple Leafs, General Manager Glen Grunwald from the Toronto Raptors, Hockey Night in Canada's Harry Neale, star Canadian running back Eric Lapointe of the Hamilton Ti-Cats and many others headlining our head table.

Your committee is working diligently to put the finishing touches to this upcoming event; we look forward to seeing you there again.

For ticket information please contact one of the following:

Stephen Foster at 317-5264 or Gord Zack at 529-1149 or Irene at 777-0000.

Once again, ticket prices for this tremendous evening will be \$100 plus GST.

Yours truly,

Jeff Paikin,
Dinner Chairman

**HAMILTON ENTERTAINMENT AND
CONVENTION FACILITIES INC.**

REGULAR MEETING OF THE BOARD OF DIRECTORS

**Wednesday, November 24 , 1999
12:00 Noon
Hamilton Convention Centre, Room 314**

MINUTES

PRESENT:

Alderman .T. Anderson, Chairman
Mrs. M. Dow, Second Vice Chairman
Mayor R. Morrow
Alderman R. Corsini
Alderman B. Kelly
Mr. A. Skrypniak
Mr. F. Deys
Mr. P. DeCaria
Ms. B. Campbell
Mr. S. Monzavi
Mr. B. Ingleby
Mr. R. Baboth

GUEST:

Mr. N. Catalano

ALSO PRESENT:

Mr. G. Macaluso
Mr. B. Calder
Mr. R. DiFilippo
Ms. D. Vivian
Mr. J. Elder
Mr. S. Farrauto

REGRETS:

Alderman B. Charters
Mr. J. Nelson

1. Opening Remarks

Alderman Anderson opened the meeting at 12:10 p.m. His comments included announcements that 6,000 tickets have been sold to the Oldies event; the Great Big Sea has sold out; the Grey Cup will be aired on big screens in Copps Coliseum; Blue Rodeo has been booked in Hamilton Place January 14th; Bryan Adams in Hamilton Place January 10th; and 10,000 tickets have now been sold for the Passion Play.

A. Operations Committee Fourth Report of 1999

The Board received the Operations Committee Fourth Report of 1999 and endorsed the following recommendations:

HP: Installation of Floor Carpeting and Wall Covering

MOVED by Mr. Skrypniak, seconded by Mrs. Dow that

CHANGE ORDER NO. 1 IN THE TOTAL AMOUNT OF \$13,254.72 EXCLUDING APPLICABLE TAXES BE APPROVED AND THE CONTRACT AMOUNT BE INCREASED ACCORDINGLY SO AS TO INCORPORATE THIS ADDITION TO THE TENDERED COST.

MOTION CARRIED.

HP: Acceptance of Tender for Refurbishment of the Great Hall Seating

MOVED by Alderman Kelly, seconded by Mr. Ingleby that

THE TENDER SUBMITTED BY DUCHARME SEATING INTERNATIONAL INC., ST. LEONARD, QUEBEC, IN THE TOTAL AMOUNT OF \$346,550.00 INCLUDING ALL APPLICABLE TAXES TO REFURBISH THE SEATING IN THE GREAT HALL OF HAMILTON PLACE IN ACCORDANCE WITH THE SPECIFICATIONS ISSUED BY THE PURCHASING DIVISION AND THE VENDOR'S TENDER DATED 1999 NOVEMBER 8 BE ACCEPTED AND THAT THIS EXPENDITURE BE FINANCED FROM CAPITAL FUND ACCOUNT NO. 55916 929941069.

MOTION CARRIED.

B. Marketing and Sales Committee Third Report of 1999

Alderman Anderson invited Mr. Catalano, the Director of the Economic Development Department, to speak before the Board. Mr. Catalano provided a brief overview of the Economic Development's role in attracting conventions/trade show business to Hamilton.

A complete review of the Economic Development Department was undertaken by Corporate Services during 1999 which resulted in many changes. As part of the review the contract position which was dedicated to "...knock on the doors of CSAE offices..." was eliminated based on an analysis of the return on investment. Consultants determined that the successful number of bids did not substantiate the cost of the salary. Mr. Catalano clarified that the position did in fact provide leads but Hamilton was unable to accommodate the 1000 to 1500 delegate business which was developed because of the limited number of hotel rooms available in the City (400 to 500). As a result of this downsizing, Mr. Catalano reported that his department will no longer provide the sales force but will provide the leads and facilitate the bid process by providing the service component. Sue Coverdale and staff will be attending at least eight (8) trade shows, Convention Update meetings, CSAE, MPI, ABA, NTA, and OMCA representing Hamilton (which has been determined to be a tier two market for between 300 and 400 delegates) as well as 21 fam tours to develop leads.

The condition of local hotel rooms has been a source of contention but Mr. Catalano foresees improvement in the future.

Economic Development will continue to develop themes; spousal programs; information packages which will include the Visitor Planning Guide, Film Planning Guide and the newly developed Sports Resource Guide.

Alderman Anderson asked Mr. Catalano how HECFI could facilitate a more successful and profitable partnership with Economic Development in attracting new convention/trade show business. Mr. Catalano stated that a dedicated downtown sales force is needed to develop resources, create awareness, and to involve downtown businesses and organizations. It was recommended that Mr. Farrauto contact Sue Coverdale on a weekly basis to improve communication between the two entities.

The Board received the Marketing and Sales Committee Third Report of 1999. The Manager of Sales/Hospitality, Mr. Sal Farrauto, addressed the Board, providing a review of the proposal to restructure the Sales and Client Services divisions. Mr. Farrauto emphasized that the goal of the four-person sales force is to store 1,000 new names in a data base, either directly contact or e-mail each of the organizations resulting in a minimum of 300 face-to-face meetings over the course of one year. Of the 300, it is hoped to attain 50 letters of intent.

The CEO clarified that the addition of a fourth sales executive is on a temporary basis with a review to take place in one year's time. Following brief discussion it was agreed that a six month review will take place. It was suggested that Mr. Farrauto develop a method to formally evaluate the progress of the team. It was

MOVED by Mrs. Dow, seconded by Ms. Campbell that

THE HOSPITALITY/SALES AND CLIENT SERVICES SECTIONS BE RESTRUCTURED ON A SIX MONTH TRIAL BASIS EFFECTIVE 2000 JANUARY 1 AND CONCLUDING 2000 JUNE 30 AS FOLLOWS:

- A) THAT THE HOSPITALITY/SALES POSITION RESPONSIBLE FOR LOCAL SALES ACCEPTANCE BE TRANSFERRED FROM THE HOSPITALITY/SALES SECTION TO THE CLIENT SERVICES SECTION; and**
- B) THAT THE TEMPORARY FULL-TIME EMPLOYEE CURRENTLY FULFILLING THE RESPONSIBILITIES ASSOCIATED WITH LOCAL ACCEPTANCE SALES BE RETAINED FOR THE TERM OF THE TRIAL AND TRANSFERRED TO THE CLIENT SERVICES SECTION; and**
- C) THAT THE HOSPITALITY/SALES SECRETARY POSITION BE TRANSFERRED TO THE CLIENT SERVICES SECTION; and**
- D) THAT THE CLIENT SERVICES REPRESENTATIVE POSITION CURRENTLY IN SALARY GRADE 11 (\$33,158.89 - \$38,993.76) BE RECLASSIFIED TO CLIENT SERVICES EXECUTIVE IN SALARY GRADE 12 (\$35,719.32 - \$41,980.12).**

MOTION CARRIED.

C. Finance and Administration Committee Fifth Report of 1999

The Board received the Finance and Administration Committee Fifth Report of 1999 and endorsed the recommendation put forward by the Marketing and Sales Committee to temporarily restructure the Hospitality/Sales and Client Services division for six months. The recommendation was moved by Mr. Monzavi, seconded by Mr. Baboth.

2. Correspondence

MOVED by Mr. Deys, seconded by Ms. Campbell that

CORRESPONDENCE FROM THE HAMILTON HEALTH SCIENCES FOUNDATION RESPECTING ITS SUCCESSFUL FUND RAISING GOLF TOURNAMENT BE RECEIVED.

MOTION CARRIED.

3. Minutes of Regular Meeting Held October 27, 1999

MOVED by Mr. Skrypniak, seconded by Mr. Baboth that

THE MINUTES OF THE REGULAR MEETING HELD OCTOBER 27, 1999 BE APPROVED.

MOTION CARRIED.

4. Business Arising from the Minutes

Nil

5. Reports

5.1 Financial Summary for the Ten Month Period Ended October 31, 1999

The Manager of Business Services reported that the City of Hamilton continues to have difficulties with its new software program. As a result, the financial summary has been prepared based on estimates of HECFI's payroll. As at October 31st, the under-expended municipal contribution is \$434,128. which represents an increase of \$30,328. during October. This increase arose primarily as a result of attaining higher than budgeted activity levels at the Convention Centre.

MOVED by Mrs. Dow, seconded by Mr. DeCaria that

THE FINANCIAL SUMMARY FOR THE TEN MONTH PERIOD ENDED OCTOBER 31, 1999 BE RECEIVED.

MOTION CARRIED.

6. Private and Confidential

MOVED by Mr. Deys, seconded by Mr. Skrypniak that

THE MEETING MOVE INTO AN IN-CAMERA SESSION AT 1:20 P.M

MOTION CARRIED.

MOVED by Mr. Baboth, seconded by Mr. Ingleby that

THE IN-CAMERA SESSION BE ADJOURNED AT 1:40 P.M.

MOTION CARRIED.

The following recommendations were carried following the adjournment of the In-Camera session:

Rights to Promote Acts : Ivor Wynn Stadium

MOVED by Mr. DeCaria, seconded by Mr. Monzavi that

THE CHIEF EXECUTIVE OFFICER BE DIRECTED TO MEET WITH THE GENERAL MANAGER OF COMMUNITY SERVICES, MR. ROSS FAIR, TO DISCUSS THE POSSIBILITY OF HECFI BECOMING THE EXCLUSIVE CONCERT PROMOTER FOR IVOR WYNN STADIUM.

MOTION CARRIED.

Concert Industry Consortium – January 30 – February 4, 2000

MOVED by Mr. Skrypniak, seconded by Mr. Ingleby that

THE CHAIRMAN OF THE BOARD OR HIS DESIGNATE ATTEND THE CONCERT INDUSTRY CONSORTIUM CONFERENCE JANUARY 30, 2000 TO FEBRUARY 4, 2000.

MOTION CARRIED.

Copps Coliseum – Display Advertising

MOVED by Ms. Campbell, seconded by Mr. Monzavi that

THE AGREEMENT WITH NEON PRODUCTS LTD. AS EXCLUSIVE SALES AGENT FOR INTERIOR DISPLAY ADVERTISING SALES AT COPPS COLISEUM BE RENEWED FOR A ONE (1) YEAR PERIOD COMMENCING DECEMBER 1, 1999; and

THAT A CONTRACTUAL AGREEMENT BE DEVELOPED IN CONSULTATION WITH THE SOLICITORS FOR THE CITY OF HAMILTON IN ACCORDANCE WITH THE TERMS AND CONDITIONS IN THIS REPORT.

MOTION CARRIED.

7. New Business

7.1 Smoking in Copps Coliseum

Alderman Kelly suggested that patrons be forewarned when a promoter determines that a designated smoking area will be established for a specific event. This may alleviate some of the complaints received from non-smokers. Brief discussion ensued regarding the establishment of a permanent smoking area. Management advised that associated costs to create such an area would be prohibitive.

7.2 Toronto Olympic Bid 2008

Mayor Morrow advised that The City of Hamilton has formally declared its support to Toronto's 2008 Olympic Bid Committee and that Mr. Ross Fair and Alderman T. Anderson are representatives on his behalf. Alderman Anderson reported that he has forwarded correspondence on behalf of HECFI which formalizes interest in becoming involved in the Games.

7.3 HECFI Christmas Party

Staff was directed to arrange a Christmas Party for employees as a way to show the Board's appreciation for their direct contribution towards the very successful year experienced in 1999.

8. Other Business

Nil

9. Date of Next Meeting

At the Call of the Chair.

10. Adjournment

The meeting adjourned at 1:50 p.m.

TAKEN AS READ AND APPROVED

Alderman T. Anderson, Chair

Patricia Bennett, Secretary



1999 December 13

DIRECTOR'S REPORT - OPERATIONS/EVENTS DELIVERY

The Director of Operations/Events Delivery presents herein, his report for the month of December, 1999.

Food and Beverage Section -

Event activity scheduled for the month of December at the Convention Centre includes:

Christmas Parties for;

- ~ Hamilton Construction Association
- ~ Gennum Corporation
- ~ Hamilton Health Sciences Corporation
- ~ Canada Trust
- ~ Karmax Heavy Stamping
- ~ The Hamilton Spectator
- ~ Cold Metal Products Inc.
- ~ Women's Canadian Club
- ~ Hamilton Real Estate Board
- ~ Menasco Aviation Services
- ~ Amity Goodwill Industries
- ~ Dynamic and Proto Circuits Inc.
- ~ Eastgate Ford
- ~ Columbian Chemicals Canada Limited
- ~ KPMG
- ~ London Life
- ~ Cogeco Systems Inc.
- ~ Eaton Yale Ltd.
- ~ Trans Technology Canada Corp.
- ~ Good Shepherd Centres

Meetings for;

- ~ RBC Insurance
- ~ McMaster University
- ~ Assessment Review Board
- ~ Ministry of Community and Social Services
- ~ Canadian Auto Workers Council

Miscellaneous functions for;

- ~ Cardinal Newman High School (dance)
- ~ Canadian Securities Institute (exams)
- ~ St. Mary's High School (dance)
- ~ Geritol Follies (pre show lunch/dinner)
- ~ Institute of Canadian Bankers (exams)
- ~ Canadian Super Party Inc. (New Year's Eve)

Total revenue from food and beverage sales and room rentals is projected to meet budget targets established for the month of December.

Events Delivery Section -

At Copps Coliseum, events scheduled include:

- ~ seven Hamilton Bulldogs hockey games
- ~ the annual Dofasco Christmas Party
- ~ New Year's Eve Millennium Meltdown featuring Colin James and The Little Big Band

At Hamilton Place, events scheduled include:

- ~ concerts by Frank Mills, Stuart McLean, Natalie MacMaster, Tom Jones, The Canadian Orpheus Male Choir and The Canadian Brass
- ~ Brott Educational Concerts (two performances)
- ~ Warren Miller's "Fifty" Ski Film
- ~ New Hamilton Orchestra classics and pops concerts
- ~ Financial Concept Group client appreciation night
- ~ the Huron Carole benefit concert
- ~ The Geritol Follies Christmas Frolic (two performances)
- ~ set up, rehearsal and seven performances of The Nutcracker
- ~ set up, rehearsal and one performance of Jubilee 2000

Building Operations Section -

The installation of the centre ice scoreboard at Copps Coliseum was substantially completed on December 9. The scoreboard is now fully operational.

Work has been completed on the permanent beverage services areas and floor carpeting at Hamilton Place. Many positive comments have been received from patrons regarding the appearance of the facility.

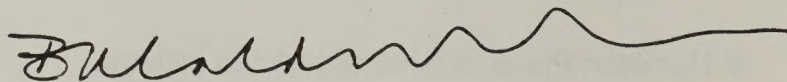
Work is progressing on the installation of wall covering fabric throughout Hamilton Place with completion anticipated by month end.

A purchase order has been issued for the refurbishment of the Great Hall seating. Work will be undertaken in segments as the event schedule allows however, due to the event activity completion is not anticipated until the summer.

A purchase order has also been issued for the supply of casual furniture for Hamilton Place. Delivery is anticipated in January.

Renovations to dressing room number one at Copps Coliseum are progressing with completion anticipated prior to Christmas.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'B. N. Calder', with a long, wavy horizontal line extending to the right.

BNC:mgm

B. N. Calder, P.Eng.,
Director of Operations/Events Delivery.



Hamilton
Entertainment
and Convention
Facilities Inc.

5.3

REPORT TO : **MARKETING & SALES COMMITTEE**

FROM : Mr. Gabe Macaluso
Managing Director/CEO

COPIES TO : Mr. John Elder
Manager of Programming

: Mr. Rich Rakoczy
Entertainment Programmer

: Ms. Diana Bordonaro
Programming Secretary/Group Sales

DATE : 1999 December 13

RE : **CONFIRMED EVENTS/PERFORMANCES
FOR DECEMBER 1999 TO FEBRUARY 2000**

The attached chart details the status of confirmed events/performances at Hamilton Place, Copps Coliseum, and Hamilton Convention Centre for December 1999 to February 2000.

Respectfully submitted:

Gabe Macaluso
Managing Director/CEO

Confirmed Events/Performances

Events other than rentals are marked * (P) ** (CP)

Dec 1999	HAMILTON PLACE Great Hall	HAMILTON PLACE Studio Theatre	H.C.C.	COPPS COLISEUM
1	Frank Mills Xmas 8 pm (CP)			
2	Brott Educational Concerts 9:30 am/11:30 am/1:30 pm // Warren Miller's "Fifty" Ski Film 8 pm (CP)	NHO Rehearsal 2 pm - 4:30 pm		
3	Stuart McLean 8 pm (CP)	NHO Rehearsals 10 am and 2 pm		Hamilton vs Syracuse 7:30 pm
4	NHO Vision of Virtuosity 8 pm			
5	Natalie MacMaster 8 pm (CP)			Hamilton vs Cincinnati 4 pm
6				
7	Financial Concept Group 4-7 pm			
8	The Huron Carole 8 pm			
9	Tom Jones 8 pm (P)			
10	Cdn Male Orpheus Choir 8 pm			Hamilton vs Syracuse 7:30 pm
11	Geritol Follies Xmas Frolic 2 pm and 7:30 pm			
12				Hamilton vs Providence 4 pm
13	The Nutcracker move in			
14	The Nutcracker set up/rehearsal			
15	The Nutcracker set up/rehearsal			
16	The Nutcracker 12 pm and 7:30 pm			Dofasco set up
17	The Nutcracker 12 pm and 7:30 pm		Brott Music 1:30 pm/7:30 pm "Family Christmas"	Dofasco set up
18	The Nutcracker 2 pm and 7:30 pm			Dofasco set up
19	The Nutcracker 2 pm			Dofasco Xmas Party 12 noon-5 pm
20	NHO Rehearsals 2-4:30 pm			Dofasco move out
21	The Canadian Brass Xmas 8 pm	Canadian Brass Reception		Hamilton vs Albany 7:30 pm
22	NHO Christmas Pops 8 pm			
23				
24				
25				
26				
27				Hamilton vs Rochester 7:30 pm
28	Jubilee 2000 set up/rehearsals			
29	Jubilee 2000 set up/rehearsals			Hamilton vs Hershey 7:30 pm
30	Jubilee 2000 set up/rehearsals			
31	Jubilee 2000 8 pm	Jubilee 2000 Reception 10 pm		Colin James & The Little Big Band 6:30 pm - 3:00 am

Confirmed Events/Performances

Events other than rentals are marked * (P) ** (CP)

Jan 2007	HAMILTON PLACE Great Hall	HAMILTON PLACE Studio Theatre	H.C.C.	COPPS COLISEUM
1	Salute To Vienna 2:30 pm			
2			Spice/Boys/Britney 2 pm	Hamilton vs Rochester 2 pm
3				
4				Hamilton vs Louisville 7:30 pm
5				
6				
7				
8	Concert of the Millennium for The Artist of the Century 7:30 pm			Hamilton vs Syracuse 7:30 pm
9				
10	Bryan Adams 8:00 p.m.			
11				
12				Hamilton vs Rochester 7:30 pm
13				
14	Blue Rodeo 8 pm			
15	Blue Rodeo 8 pm			Michael Diamonds 7 am - 1 am
16				
17				
18				
19				
20		NHO Rehearsal 2-4:30 pm		
21		NHO Rehearsals 10 am/2 pm		Hamilton vs Hartford 7:30 pm
22	NHO Classics 4 - 8 pm			Outlaws of Motorsports 7:30 pm
23				Outlaws of Motorsports 1:30 pm
24				
25				Hamilton vs St. John's 7:30 pm
26	Opera Hamilton set up			
27	Opera Hamilton - Popera 8 pm	Opera Reception		RV show set up
28	Opera Hamilton - dark			RV Show 12 pm - 9 pm
29	Opera Hamilton Popera 8 pm	Opera Reception		RV Show 10 am - 8 pm
30		Players Guild move in		RV Show 10 am - 6 pm
31		Players Guild move in		

Confirmed Events/Performances

Events other than rentals are marked * (P) ** (CP)

Feb 2000	HAMILTON PLACE Great Hall	HAMILTON PLACE Studio Theatre	H.C.C.	COPPS COLISEUM
		Players Guild rehearsal		Ice in
2		Players Guild rehearsal		
3		The Glorious 12 th - 8 pm		Recreation Dept. Skate-a-thon
4		The Glorious 12 th - 8 pm		
5		The Glorious 12 th - 8 pm	Big Bands 8 pm	Hamilton vs Rochester 7:30 pm
6		Players Guild dark		
7		Players Guild dark		
8		Players Guild dark		
9	Tommy Hunter 8 pm	Players Guild dark		Hamilton vs Kentucky 7:30 pm
10		The Glorious 12 th - 8 pm		
11	Csardas 8 pm	The Glorious 12 th - 8 pm		Hamilton vs Albany 7:30 pm
12	Wimzie's House 1 pm/4 pm	The Glorious 12 th - 2 pm/8 pm		Oldtimers NHL Hockey 6:00 pm
13				Hamilton vs Springfield 4 pm
14				
15				
16				
17	NHO Reh 2 pm-4:30 pm			
18	NHO Pops In Love 8 pm			Hamilton vs Louisville 7:30 pm
19				Michael Diamonds 7 am - 1 pm
20				Hamilton vs Kentucky 4 pm
21				
22	Tap Dogs 8 pm			
23	Tap Dogs 8 pm			Indoor Games move in
24				Ham Spec Indoor Games
25	Arthur-A Live Adventure 7 pm			Ham Spec Indoor Games 7:10 pm
26	Arthur-A Live Adventure 1 pm			Passion Play set up
27	Arthur-A live Adventure-1 pm			Passion Play rehearsals
28				Passion Play rehearsals
29		VON Fundraiser 8 pm		Passion Play rehearsals
30				



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